

- 6:00 p.m. Call to Order.
- Moment of Silence.
- Pledge of Allegiance.
- Roll Call.
- Proclamations:
1. National Day of Summer Learning
- Petitions and Statements of Citizens (3 mins. per speaker).
- A. Consent Agenda:
1. Approve the City Council Meeting Minutes of the:
 - a. Regular Meeting Minutes of June 23, 2026
 2. Approve the Accounts Payable Register of July 7, 2026, as presented.
 3. Accept the amendment to Division 2, Article 5 "Purchases and Sales" in the City of Portage Code of Ordinances for first reading and set a second reading with final adoption for July 21, 2026
 4. Minutes of Boards & Commissions.
 5. Materials Transmitted.
 6. Calendar of Meetings:
 - Park Board: Wednesday, July 8 at 6:30 p.m. at Schrier Park (850 W Osterhout).
 - Environmental Board: Wednesday, July 8 at 7:00 p.m. in Conference Room 1 at City Hall.
 - Zoning Board of Appeals: Monday, July 13 at 7:00 p.m. in the City Council Chambers at City Hall.
 - Senior Citizens Advisory Board: Wednesday, July 15 at 2:30 p.m. in Conference Room 1 at City Hall. CANCELED
 - Planning Commission: Thursday, July 16 at 7:00 p.m. in the City Council Chambers at City Hall.
- B. Communications:
- C. Public Hearings:
- D. Regular Business Agenda:
- E. Unfinished Business:
1. Adopt the proposed ordinance amending Chapter 50 of the Portage City Code to establish authority for emergency police lines and clear zones and to regulate nuisance parties within the City of Portage.
- F. Council Committee Reports:
- G. New Business:
- H. Statements of City Council and City Manager.
- Adjournment.



QR Code to Access the Agenda & Agenda Packet

Use the camera on your phone or mobile device to scan the QR Code and then follow the instructions that appear on your screen.

The link will take you to <https://portagemiportal.civicclerk.com/> where you can view the meeting agendas and agenda packets.

There is one opportunity for public comment during meetings. Each comment is limited to 3 minutes. The Americans with Disabilities Act (ADA) requires reasonable accommodations for participation. Please contact the City Clerk regarding accommodations.



CITY OF PORTAGE PROCLAMATION

NATIONAL DAY OF SUMMER LEARNING

- WHEREAS,** high-quality summer learning opportunities are more important than ever in 2026; and
- WHEREAS,** across the City of Portage, we are coming together to ensure youth and families have access to inclusive, high-quality youth programming and critical support for young people to heal, lead, and thrive in the summer months; and
- WHEREAS,** the National Day of Summer Learning recognizes the vital role of inclusive, high-quality summer programs in supporting young people to thrive; and
- WHEREAS,** these programs support youth to build positive identities, experience belonging, and exercise agency, nurturing lifelong social and emotional learning skills; and
- WHEREAS,** these programs provide youth with real-world skills, mentorship, and meaningful opportunities to shape their futures and contribute to their communities; and
- WHEREAS,** community partners, including schools, nonprofits, libraries, businesses, and youth themselves, are innovating to ensure all young people can access enriching, affirming, and culturally responsive summer experiences; and
- WHEREAS,** the demand for these programs far exceeds the availability, and we must create sustainable funding models and remove barriers to access.

NOW, THEREFORE, BE IT RESOLVED THAT I, Patricia M. Randall, Mayor of the City of Portage, hereby proclaim July 16, 2026, as National Day of Summer Learning in the City of Portage, and commend this observance to all our citizens.

Signed this 7th day of July, 2026.

Patricia M. Randall, Mayor

CITY COUNCIL MEETING MINUTES FROM JUNE 23, 2026

Mayor Patricia Randall called the Regular Meeting to order at 06:00 PM in the Council Chambers at Portage City Hall.

ROLL CALL: Councilmembers Chris Burns, Victor Ledbetter, Nicole Miller, Kathleen Olmsted (6:05 PM), Jihan Young, Mayor Pro Tem Jim Pearson, and Mayor Patricia Randall were present.

ABSENT: None.

ALSO PRESENT: City Manager Pat McGinnis, Chief Operating Officer Adam Herringa, Chief Development Officer Peter Dame, City Attorney Catherine Kaufman, and City Clerk Erica Eklov.

At the request of Mayor Randall, the audience observed a moment of silence to reflect on uniting and celebrating the nation's 250th anniversary of independence on July 4th. Following the moment of silence, the City Council recited the Pledge of Allegiance.

PROCLAMATIONS:

Recognizing Director Phillips as a "Trailblazer in Aging": City Manager McGinnis acknowledged the proclamation issued by Michigan Governor Gretchen Whitmer, honoring Senior Citizen Services Director Kim Phillips for being named a "Trailblazer in Aging" by the National Council on Aging

250th Birthday Card Contest Winners: At the request of the Mayor, City Manager McGinnis introduced the city competition for youth designs of a birthday card honoring the nation's 250th birthday. Assistant to the City Manager, Tom Rossiter, introduced the winners, and the Council presented flags that were flown over the nation's capital to the winners.

PETITIONS AND STATEMENTS OF CITIZENS:

1. Jen Stroven (1625 W. South Street, Kalamazoo) spoke as campaign manager for Yes for Families in support of the August election campaign for the countywide childcare millage proposal.
2. Rachel Vinales (Kalamazoo Township resident) noted her campaign for the 8th District Court Judge for the November election.
3. Jay Singh (607 Hull Street) spoke regarding a fence construction issue between a neighbor along Hull Street and Kingston Street. He stated contact with city departments had been unsatisfactory to date and reported the fence in question was being allowed to remain.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any would like an item removed from the Consent Agenda. Mayor Pro Tem Pearson removed Items A.5 and A.6, noting they were complementary and could be considered together. Councilmember Burns removed Item A.4.

Motion by Councilmember Burns, seconded by Councilmember Young, to approve the Consent Agenda as amended. Upon a roll call vote, motion carried 7 to 0.

Approval of Minutes: Motion by Councilmember Burns, seconded by Councilmember Young, to approve the City Council Meeting Minutes of the Regular Meeting of June 9, 2026. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Councilmember Burns, seconded by Councilmember Young, to approve the Accounts Payable Register of June 23, 2026, as presented. Upon a roll call vote, motion carried 7 to 0.

Trail and Parking Lot Paving: Motion by Councilmember Burns, seconded by Councilmember Young, to award a contract in the amount of \$535,874.60 to Lakeland Asphalt Corporation, for the Parks Trail & Parking Lot Paving Services project and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Portager Printing & Mailing Contract - Bid Tabulation: Motion by Councilmember Burns, seconded by Councilmember Young, to approve a one-year contract in the estimated amount of \$45,233.25, with an option for four one-year renewals at the same annual cost, with Minuteman Press of Kalamazoo for printing and mailing services associated with the *Portager* newsletter, and authorize the City Manager to execute all documents related to this matter. Upon a roll call vote, motion carried 7 to 0.

Capital Improvement Fund Reallocations: Motion by Councilmember Burns, seconded by Councilmember Young, to approve the Capital Improvement Project Fund Reallocation Recommendations. Upon a roll call vote, motion carried 7 to 0.

Portage Enrichment Fund with Kalamazoo County Community Foundation: Motion by Councilmember Burns, seconded by Councilmember Young, to approve the Resolution establishing the Portage Enrichment Fund at the Kalamazoo County Community Foundation. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards & Commissions: Motion by Councilmember Burns, seconded by Councilmember Young, to receive the minutes of the Senior Citizens Advisory Board of May 20, 2026. Upon a roll call vote, motion carried 7 to 0.

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

PUBLIC HEARINGS:

Residential Unified Development Ordinance: Mayor Randall introduced the item and relayed the order of business. City Manager McGinnis provided a brief background on the development of the proposal, noting its relationship to the city's Master Plan. Chief Development Officer (CDO) Dame presented the purpose, the key participants involved in the update, and the main goals of the Unified Development Ordinance (UDO) amendment. He highlighted areas the zoning ordinance regulates and areas that would be considered under a different ordinance.

Mayor Randall then introduced Terry Urban in his capacity as a former Councilmember and member of the Stakeholder Committee. Mr. Urban explained his role in the Committee and its review of the proposed ordinance aspects.

Mayor Pro Tem Pearson noted his review of the full ordinance proposal, its complexity, and requested Mr. Dame provide his PowerPoint presentation to the Council. He also proposed a Committee of the Whole meeting to better review the ordinance.

Mayor Randall opened the public hearing at 7:25 PM.

1. Rick Kreis (4373 Squire Heath Lane) wanted the UDO to apply to future developments and expressed displeasure it would also affect existing spaces. He expressed concern with population increase.
2. Les Minor (2514 East Shore Drive) requested that technical ordinances be put in laypeople's terms to better educate the constituents. He urged additional review by the Council.
3. Lee Bennett (9044 East Shore Drive) asked why the update failed to exclude areas with 100-year floodplains from dense development. He referenced the 2023 proposal for Austin Landings and the ordinance's design seemingly to permit.

4. Richard Nellums (9240 East Shore Drive) began by thanking the Council for the education efforts to date but noted that adoption will impact current housing developments all over the city. He questioned why the proposal hadn't been modified despite citizen feedback. He requested a Committee of the Whole for resident concerns to be addressed. He stated his belief that zoning restrictions and allowances should be area-specific, noting specific instances of concern.
5. Ned Bastos (6085 Rothbury) noted his service on the technical committee and his background as a land developer. He encouraged less complication in the code to make Portage competitive in economic growth.
6. Perry Willman (10400 East Shore Drive) encouraged the city to maintain the natural aspects of Portage.
7. Vanessa Messenger (9220 East Shore Drive) appreciated the work in the UDO but emphasized the importance of preserving the city's environmental heritage.
8. Kathleen Priebe (9208 East Shore Drive) expressed concern about whether the city was able to handle the additional density made available with the UDO. She supported a Committee of the Whole.
9. Jeff Messenger (9220 East Shore Drive) stated concern with the proposal and supported a Committee of the Whole meeting.
10. Dave Savoy (3520 East Shore Drive) had questions about mixed residential zones and urged a Committee of the Whole.
11. Carolyn Peschek (6745 Shoreham Street) stated her belief the proposal goes far enough in meeting the housing needs of Kalamazoo County. She expressed her own interest in a smaller residence while maintaining the neighborhood feel.
12. Mary Wielopolski (8836 East Shore Drive) supported aspects of the proposal, but not the permitted use in RN development zones, noting wetlands were now in areas open to denser development. She was concerned with city liability for allowing wetland development and noted the unanswered citizen questions.
13. Caleb (no last name provided), (3161 Mill Creek Drive) expressed support for the UDO, noting it would help create housing for the 'missing middle' between apartments and single-family homes. Rebutting some other comments, he noted that a denser city would allow for more open space as its design would place emphasis on auto traffic.
14. Kathleen Reiff (2606 East Shore Drive) also urged Committee of the Whole, concerned with education about the UDO and who served as representatives on the technical committee.
15. Tom Franzen (9620 East Shore Drive) expressed displeasure with the proposal, citing its similarity to the prior Austin Landings development with increased development in a presently natural area.
16. Rick Wielopolski (8836 East Shore Drive) inquired about designations and planning (metrics and rules) and questioned how much influence developers had over the ordinance compared to residents. He relayed concerns with the process and citizen input and urged a Committee of the Whole to rectify these issues.
17. Melissa Vandermeeden (633 Roseview Drive) expressed displeasure stating she understands the housing crisis in the county but noted Portage is not solely responsible for correcting the issue. She stated certain aspects of the city are what make it desirable and worried about losing these qualities. She stressed the need to enforce current ordinances on property maintenance, vagrancy, among other items. She also expressed concern that the police department would not be able to accommodate the population growth.
18. Tim Earl (6862 Shallowford Drive) noted his background as a code consultant and his clients, often builders and developers, who desired flexibility in their construction projects. He argued that 'Not In My Back Yard', or NIMBY, is not reason enough to block the ordinance. He encouraged change and growth for the city, expressing his support for the ordinance.

19. Martha Dallinger (2612 Chopin Avenue) expressed her support for the UDO, thanking those who developed the proposal. She said it would create neighborhood environments and allow for flexibility both for young people starting out and elderly hoping to age in place. She highlighted the proposal's "unified" goal.
 20. Dan Corradini (621 Ludington) spoke in favor of the ordinance proposal, noting the goal is a citywide application without exceptions. He noted the UDO's alignment with the Master Plan and highlighted the Moors development as a showcase of mixed development styles.
 21. Bill Fries (9006 West End Drive) spoke as a former Planning Commissioner and stated the city's work to move zoning forward from the 1960s and the UDO provided the tools to facilitate change. He stated that Portage cannot remain static and reflect the modern world and expressed concern about misconceptions about higher density housing without supporting data. He stated his belief that more people are concerned about *who* might live in a place rather than *how* it was built.
 22. Sonya Koenig, on behalf of Koenig Real Estate, expressed her appreciation of the city's efforts to liberalize zoning and its potential to allow for housing acquisition while mitigating further urban sprawl. She provided statistics regarding the amount of income people spend renting apartments compared to the amount homeowners spend on mortgages.
 23. Shardae Davis, on behalf of ISAAC, expressed support for the proposal, noting the efforts to modernize the zoning code from the city's beginnings in the 1960s zoning. She agreed that housing is not just a local issue but reminded Portage that it is part of the county and must do its part.
 24. Toby Hanna-Davies (500 Revel Run) expressed her differing housing needs during her lifetime.
- Motion by Councilmember Young, seconded by Councilmember Burns, to close the public hearing. Upon a voice vote, motion carried 7 to 0. The hearing closed at 8:10 PM.

Mayor Pro Tem Pearson noted the variety of comments received and suggested a Committee of the Whole for further deliberation. Councilmember Burns asked which concerns or comments a COW could address that could not be addressed that evening. . He encouraged further discussion to potentially reach a decision without needing to have a COW. Mayor Pro Tem Pearson responded he was concerned with the 20 percent wetland delineation and noted that he didn't bring up several other matters to save the discussion for a Committee of the Whole.

Councilmember Young agreed with Councilmember Burns, encouraging discussion at the regular meeting in respect of the stakeholders' efforts to date. She also noted the format of a Committee of the Whole was a Council discussion and not an open forum as some public comments seemed to imply. She stated that she believed sufficient time had occurred to develop the proposal, thanking the public for their input provided to date.

Councilmember Miller highlighted several questions expressed by the citizen commenters. CDO Dame responded to the question of mixed density, highlighting it pertained to new developments on five-or more-acre parcels and does not intermix with existing. He noted the requirement for municipalities to delineate open space buffers, which the city does not currently have on file. CDO Dame elaborated further regarding allocated buffers and the question of wetland development.

Mayor Randall introduced Janelle Hohm from the State Department of EGLE. Ms. Hohm began by clarifying the size and types of wetlands regulated by EGLE. City Manager McGinnis inquired whether Ms. Hohm had reviewed the proposed ordinance for adherence to the state's stormwater management requirements. Councilmember Burns inquired about the state's floodplain maps online and noted restrictions. Ms. Hohm noted her colleague specializing in floodplains would be better to answer. Councilmember Burns outlined the requirements as noted on the state's website. Mayor Pro Tem Pearson noted the contrast between EGLE and FEMA regulating 100-year floodplains and the oversight of the federal government over the state. Ms. Hohm was unable to respond. Deputy Director Eric Feldt responded, noting his certification as the local floodplain expert. Mayor Pro Tem

Pearson asked about parcels near Austin Lake with standing water and inquired how the city established the 20 percent standard. Mr. Feldt and CDO Dame responded that the figure is based on a community survey and the consultant's input. There was additional discussion regarding the determination of a floodplain.

Councilmember Burns inquired about the new ordinance with Planned Development (PD) option for developers (CDO Dame confirmed) and asked how a proposal like Austin Landings would prevail. CDO Dame responded the steps a developer would need to take. Councilmember Burns expressed concern it would provide developers with too much leeway in environmental measures. Mayor Pro Tem asked about a graduated approach.

Councilmember Young noted other Michigan townships with conservation development ordinances and expressed the potential to operate as an incentive to developers and a positive for residents.

Councilmember Burns noted the Council goal for housing development and expressed concern about increased PDs without regulation in place. CDO Dame confirmed. There was additional discussion regarding the type of residential development currently possible in contrast to what could be achieved through the UDO. Mayor Pro Tem Pearson asked about the potential of rezoning. Councilmember Miller noted housing legislation currently at the state level. CDO Dame confirmed the desirability of the proposed UDO for the city.

Mayor Pro Tem Pearson asked about Austin Landings and its applicability with lot sizes. Councilmember Burns inquired about the aspect of screening regarding the 20 percent credit. There was additional discussion regarding the percentages of screening and buffers. Councilmember Burns inquired about additional housing density concerns to get clarity on permitted options.

Councilmember Olmsted agreed with Mayor Pro Tem Pearson regarding additional time for discussion and review. Councilmember Burns opposed. Mayor Pro Tem Pearson stated his desire to pursue wetland delineation and floodplain designation. CDO Dame responded that a sliding scale was not currently in use and expressed support for a consolidation of units that would lessen the size of disrupted wetlands. Councilmember Ledbetter noted his prior confusion with the proposal and that his inquiries to staff were sufficiently answered. Councilmember Miller inquired about floodplain parameters and EGLE's ability to regulate sensitive overlays. CDO Dame noted his lack of experience. City Manager McGinnis relayed his prior instances with the City of Grand Haven.

Mayor Randall asked Ms. Hohm to opine on the recent citizen concerns regarding ponding water near East Shore and asked how that might relate to the proposed aspects of the UDO. Ms. Hohm responded by noting site plan reviews for large development as opposed to single-family home modifications.

Mayor Randall stated research had shown a 50 percent credit would be more beneficial, but currently the city lacks prohibitions against clear-cutting and regulating an owner's private property. She noted the city's historical layout as a wetland with a low profile, but she did not desire to regulate more than the state and federal governments, but she wants Portage to remain vibrant. She stressed supporting the ordinance to ensure the future of Portage and did not support pursuing a Committee of the Whole. Mayor Pro Tem Pearson expressed his support and noted the RM zoning.

Councilmember Burns made several motions to amend aspects of the UDO regarding the open space and amenity types. Motion by Burns, seconded by Young, to amend the reference in Section 2.2.7, subsection C5C, from 2.2.7 E three to instead read subsection 2.2.7 E two. CDO Dame expressed agreement to fix the incorrect reference. Upon a roll call vote, motion passed 7 to 0.

Motion by Burns, seconded by Young, to amend Section 2.2.7 (open space and amenity types) E qualifying, open space three, screening, to read "perimeter screening may count towards the total required overall open space, and remove a maximum of 20% of the total such that 100% of screening counts." Councilmember Miller requested clarification that his proposal is not just towards the 20%,

so that then applicants would be able to use other things towards the 20%. Councilmember Burns confirmed the language would confirm that perimeter screening may count towards the total required overall open space.

Motion by Mayor Pro Tem Pearson, seconded by Miller, to amend Article 2, Section C, with the reference of director to City Council. Councilmember Miller asked Mr. Dame to clarify what he meant by 'director' to which he responded that the ordinance defines "director" in other locations as the Community Development Director. Councilmember Burns argued his preference to maintain the notation and the decision with a subject-matter expert and not the Council. Attorney Kaufman noted that the State of Michigan zoning law cites a director for decisions and appeals go to the Zoning Board of Appeals. Mayor Randall asked the Mayor Pro Tem whether he wanted to withdraw his motion. Mayor Pro Tem Pearson confirmed his withdrawal of the motion.

Motion by Burns, seconded by Young, to amend Section 2.2.7, subsections f and c, from reading "if the limits of the development contain areas as described as natural open space type per section 2.2.7, a minimum 50% of required open space shall be preserved as natural area. It shall be integrated into the development design for a maximum number of homes to enjoy, provided that physical access may be limited if such limitation would materially impact the natural open space," to instead read "in no case shall the open space counted under subsections E2 and E3, which refer to usable land and screening together exceed 50% of the total required open space; at least 50% of the total required open space shall be provided as natural area or where insufficient natural area exists; common green per table 2.20.71. Upon a roll call vote, motion passed 5 to two, with Mayor Pro Tem Pearson and Councilmember Miller voting no.

Motion by Councilmember Burns, seconded by Councilmember Young, to approve Ordinance Amendment #25/26-3 with the noted amendments and amend the Code of Ordinances of the City of Portage, Michigan by adopting the text of Chapter 44 Residential Unified Development Ordinance and amending corresponding text sections of Chapter 42 Land Development Regulations Article 4, 5, and 6. Upon a roll call vote, motion carried 4 to 3, with Mayor Pro Tem Pearson and Councilmembers Miller and Olmsted voting no.

(Councilmember Miller exited at 9:45 PM.)

REGULAR BUSINESS AGENDA:

Traffic Signal Maintenance Contract: Councilmember Burns noted he had removed the item from the Consent Agenda, as his prior experience with the contract had more than one bidder and the price had increased. He wanted to know the reasoning. T&U Director Gwin responded, noting it was a specialized field and that the former additional area vendor had since gone out of business and another bidding vendor from Grand Rapids wanted a 4-hour emergency response allowance, whereas Severance could maintain it to the bid specifications of one hour. There was additional discussion regarding the contract pricing.

Motion by Councilmember Burns, seconded by Mayor Pro Tem Pearson, to Award Award a 5-year contract to Severance Electric Company, Incorporated for the maintenance of the city traffic signal system from July 1, 2026, to June 30, 2031, in the base amount not to exceed \$432,100 with hourly rates as bid for call-in work and additional signalized intersection as necessary and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0, with Councilmember Miller absent.

Department of Parks and Recreation Kitchen Renovation AND Commercial Kitchen

Equipment: Mayor Pro Tem Pearson noted that the two items together equaled nearly \$240,000, and his inquiries regarding the background on the cost were insufficiently answered. He asked Director Hoyle to respond to his request for clarification, as well as to the maintenance of the commercial kitchen certification. Director Hoyle responded regarding the current kitchen's broken and missing items. Director Hoyle relayed that the city went to bid three times, with one resulting in a no-bid. Mayor Pro Tem Pearson asked if the Parks Department would be able to rent it out and recoup the funds. Director Hoyle responded with the potential options.

Councilmember Burns agreed with Mayor Pro Tem Pearson, noting the savings resulting from a delayed restroom renovation, and suggested denying the purchases to take the matter up in a future CIP discussion to better vet the proposal and demand. Councilmember Young asked about Director Hoyle's mention of the kitchen's code status. Director Hoyle relayed that it was currently grandfathered in, but any renovations would undo that. Mayor Randall noted her concern about duplicating facilities with the Portage Zhang Senior Center and adding renovations to the older building.

Motion by Mayor Pro Tem Pearson, seconded by Councilmember Burns, to reject both the contract for the construction and renovation of the Parks and Recreation building kitchen to Kalleward Group for \$138,630 and authorize the City Manager to sign all documents related to the contract on behalf of the city, as well as reject the award a contract for the supply of commercial kitchen equipment as part of the Parks and Recreation Building Kitchen Renovation Project to Douglas Equipment for \$97,593 and authorize the City Manager to sign all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 6 to 0, with Councilmember Miller absent.

UNFINISHED BUSINESS:

Ordinance Amendment - Police Lines, Clear Zones, and Nuisance Parties: City Manager McGinnis provided a summary regarding the item's return to the agenda following Councilmember Olmsted's request for modification and correction at the Regular Meeting of June 9, 2026

Councilmember Olmsted requested clarification regarding the days noted in the penalty revision for Section 50-117, whether it was 90 or 93 days.

At the request of City Attorney Kaufman, the question was answered by Assistant City Attorney Erin Gerschwendt. Attorney Gerschwendt noted the difference between the penalties and clarified that Section 50-117 should read 93 days. Attorney Kaufman confirmed she would make that correction before the final reading.

Motion by Councilmember Burns, seconded by Councilmember Young, to accept the proposed ordinance amending Chapter 50 of the Portage City Code to establish authority for emergency police lines and clear zones and to regulate nuisance parties within the City of Portage, and take final action at the regular City Council Meeting on July 7, 2026. Upon a roll call vote, motion carried 6 to 0 with Councilmember Miller absent.

COUNCIL COMMITTEE REPORTS: Councilmember Young provided an update regarding the Kalamazoo County Environmental Health Advisory Council. Motion by Councilmember Burns, seconded by Councilmember Young, to receive the Council Committee Reports as presented. Upon a voice vote, the motion carried 6 to 0 with Councilmember Miller absent.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Olmsted noted her recent visit to Oakland Commons, a new housing development which she was initially opposed to and expressed positive feedback. She stated the visit included Congressman Huizenga and Housing and Urban Development Secretary Turner.

Councilmember Ledbetter expressed his support for the UDO ordinance designed to help

working-class individuals afford homes and build generational wealth. He discussed the historic impacts of redlining concentrating Black residents on Kalamazoo's north side and the denial of G.I. Bill benefits to Black veterans after the Second World War. He noted emphasis was placed on the importance of ensuring "everybody has an opportunity to get generational wealth," particularly for people who were historically excluded from this opportunity.

Councilmember Young highlighted that Portage aims to be a chosen community, providing multi-generational housing options for essential workers like public safety officers and teachers who currently cannot afford to live in the city. She noted that the community seeks to be welcoming with open arms, address racial disparities, and ensure diversity. She closed by stating the new UDO ordinance provides diverse housing options, recognizing its magnitude of impact on people's lives and its role in addressing a national crisis like housing.

Councilmember Burns shared a personal experience where an RM1 zoned apartment allowed his family to remain in Portage due to medical debt, highlighting the need for such opportunities for current and future families.

Mayor Pro Tem Pearson noted decisions can sometimes be close, but he stressed mutual respect among the councilmembers endured and thanked the remaining audience members for staying through a long meeting.

Mayor Randall noted that the City Council values diverse life stories and perspectives among its members. She then recognized Senior Center Director Kim Phillips as an "extraordinary employee" for establishing a volunteer team, with the Friends of the Senior Center donating an additional \$75,000 for projects, reducing taxpayer burden, and allowing services to be offered to the region. Mayor Randall also recognized Councilmember Olmsted for her energy in promoting the country's 250th birthday celebration and noted the upcoming events in Portage such as the Kalamazoo Symphony and the musical "1776" to celebrate the country's history and democracy. She closed by thanking outgoing City Manager McGinnis for organizing positive events, particularly those involving children, with a suggestion for deserved accolades in two weeks.

ADJOURNMENT: Mayor Randall adjourned the meeting at 10:24 PM.

Erica L. Eklov, City Clerk

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Lauren VanderVeen, Finance Director

ACTION RECOMMENDED: Approve the Accounts Payable Register of July 7, 2026, 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 June 14, 2026, through June 27, 2026, and notes \$1,318,778.63 in automated clearing house payments, \$1,099,976.49 in paper checks, \$145,737.54 in autopay payments and \$729,503.02 in electronic payments, for a grand total of \$3,293,995.68.

FUNDING: Not Applicable

Attachments: 1. Accounts Payable Register of July 7, 2026

ACCOUNTS PAYABLE REGISTER
 Check Dates From: 6/14/2026 to 6/27/2026

Check Date	Check	Vendor Name	Description	Amount
Check Type: ACH Transaction				
06/18/2026	26930(A)	ADP, INC.	ADP WORKFORCE NOW	8,543.14
06/18/2026	26931(A)	ADVANTAGE ROOFING & EXTERIORS, INC	MI NEIGH - REPLACE ROOF, DECKING	10,980.00
06/18/2026	26932(A)	AIRGAS USA LLC	FIRE OPERATIONS SUPPLIES	103.64
06/18/2026	26933(A)	ALL CITY MANAGEMENT SERVICES, INC.	CROSSING GUARD CONTRACT	4,883.12
06/18/2026	26934(A)	ALL-TRONICS, INC.	EQUIPMENT MAINT CONTRACT	156.00
06/18/2026	26935(A)	ALRO STEEL CORPORATION	SHOP FABRICATION SUPPLIES	15.00
06/18/2026	26936(A)	AMAZON.COM SALES, INC.	UNIFORMS-FD; OFFICE SUP-FN	1,550.07
06/18/2026	26937(A)	ANIMAL REMOVAL SERVICE, LLC	ANIMAL REMOVAL SERVICES	740.00
06/18/2026	26938(A)	AUNALYTICS INC	DISASTER RECOVERY SERVICES	445.00
06/18/2026	26939(A)	BARRON, DIANE E	PZSC DANCE INSTRUCTOR	300.00
06/18/2026	26940(A)	BENNETT, THOMAS L	SNAP REIMBURSEMENT	16.00
06/18/2026	26941(A)	BLUE CARE NETWORK-GREAT LAKES	HEALTH INSURANCE	240,642.73
06/18/2026	26942(A)	C D W GOVERNMENT, INC.	REPL LENOVO TINY CORE & MONITORS	5,604.99
06/18/2026	26943(A)	CARLETON EQUIPMENT CO.	REPAIR & MAINTENANCE SUPPLIES	382.44
06/18/2026	26944(A)	CHARTER COMMUNICATIONS	CABLE TV	1,103.74
06/18/2026	26945(A)	CHEESE PEOPLE OF GRAND RAPIDS	SNAP REIMBURSEMENT	128.00
06/18/2026	26946(A)	CIVICPLUS, LLC	CIVICREC ANNUAL LICENSING FEE	12,105.26
06/18/2026	26947(A)	CLARK LOGIC EARTHWORKS, LLC	LANDSCAPE BED MAINTENANCE	26,010.00
06/18/2026	26948(A)	COMPLETE TEAM OUTFITTER, INC.	CONCERT T-SHIRTS	762.50
06/18/2026	26949(A)	CORMIER, STEVEN PAUL	PZSC WOMEN'S SELF DEFENSE INSTRUCTOR	650.00
06/18/2026	26950(A)	COX, ELISA ROSE	PZSC FITNESS SUPERVISOR	435.00
06/18/2026	26951(A)	DATALINK NETWORKS. INC.	MS365 RENEWAL	7,193.29
06/18/2026	26952(A)	DEMING, JONATHAN	PZSC FOOT CARE CLINIC	1,500.00
06/18/2026	26953(A)	DEPATIE FLUID POWER COMPANY	REPAIR & MAINTENANCE SUPPLIES	995.44
06/18/2026	26954(A)	EARLE, SHELIA L	PZSC FITNESS INSTRUCTOR CHAIR YOGA, BARRE	775.00
06/18/2026	26955(A)	EMERGENCY VEHICLE PRODUCTS, INC	VEH REPAIR & MAINT, FIRE APPARATUS MAINT	6,095.32
06/18/2026	26956(A)	ENGINEERED PROTECTION SYSTEMS, INC.	ID BADGES, SVC CALL	1,970.50
06/18/2026	26957(A)	ENTENMANN-ROVIN CO.	MISC BADGES	128.75
06/18/2026	26958(A)	ETNA SUPPLY, INC.	REPAIR & MAINTENANCE SUPPLIES	623.60
06/18/2026	26959(A)	FARO TECHNOLOGIES, INC.	FOCUS SERVICE CONTRACT	5,400.00
06/18/2026	26960(A)	FERGUSON US HOLDINGS, INC	HYDRANT METER & CHECK VALVES	5,695.54
06/18/2026	26961(A)	FERRELLGAS, LP	PROPANE FUEL FOR GENERATORS	1,547.18

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06/18/2026	26962(A)	FLETCHER ENTERPRISES	PAINTING MAINTENANCE, MULT LOCS	16,385.00
06/18/2026	26963(A)	FULL CIRCLE FARM	REIMBURSEMENT FOR SNAP & DUFB	99.00
06/18/2026	26964(A)	GENUINE PARTS COMPANY INC	REPAIR & MAINTENANCE SUPPLIES	2,573.26
06/18/2026	26965(A)	GRIFFIN PEST SOLUTIONS	PEST CONTROL SERVICES	564.00
06/18/2026	26966(A)	HAAN, MEGAN KATHLEEN	PZSC BARRE PILATES FUSION INSTRUCTOR	300.00
06/18/2026	26967(A)	HEART OF WEST MICHIGAN UNITED WAY	TRI-SHARE	3,464.96
06/18/2026	26968(A)	HOLCOMB, JOSHUA BARBER	PZSC UKULELE INSTRUCTOR	1,944.00
06/18/2026	26969(A)	INCREDIBLE KETTLE	SNAP REIMBURSEMENT	93.00
06/18/2026	26970(A)	INDUSCO SUPPLY CO., INC.	CITYWIDE FACILITY JANITORIAL SUPPLIES	2,678.75
06/18/2026	26971(A)	INSIGHT PUBLIC SECTOR, INC.	FARMER'S MARKET WIFI	331.30
06/18/2026	26972(A)	INTEGRAL PARTNERS LLC	S WESTEDGE PATHWAY SURVEY	1,450.00
06/18/2026	26973(A)	J & H OIL COMPANY	FUEL PURCHASED WHILE PUMP DOWN	5,777.85
06/18/2026	26974(A)	JOHNSON, ANITA	REIMB-STANWOOD LAWN MAIN-SPRINKLER	45.56
06/18/2026	26975(A)	JONS TO GO PORTABLE RESTROOM	PORTABLE RESTROOMS-JUNE CONCERTS	1,300.00
06/18/2026	26976(A)	KALAMAZOO LANDSCAPE SUPPLIES	LAWN RESTORATION SUPPLIES	339.25
06/18/2026	26977(A)	KALBLUE GROUP, INC	USA250 DECLARATION OF INDEPENDENCE PRINT	325.80
06/18/2026	26978(A)	KEHOE, EDWARD J	PZSC TAI CHI & QIGONG INSTRUCTOR	895.00
06/18/2026	26979(A)	KENDALL ELECTRIC, INC.	GROUND BOXES FOR CELERY FLATS	1,060.12
06/18/2026	26980(A)	KONICA MINOLTA BUSINESS SOLUTIONS	PRINTER LEASE PAYMENT	785.69
06/18/2026	26981(A)	KURZAVA, MATTHEW STEPHEN	PZSC TAI CHI & PARKINSON EXERCISE INSTRUCT	820.00
06/18/2026	26982(A)	KUSHNER & COMPANY, INC.	COBRA AND FSA ADMINISTRATION	306.00
06/18/2026	26983(A)	LAWSON PRODUCTS, INC	REPAIR & MAINTENANCE SUPPLIES	478.84
06/18/2026	26984(A)	LIFEGUARD STORE	RAMONA STAFF UNIFORMS	209.10
06/18/2026	26985(A)	LOWE'S HOME CENTER	REPAIR & MAINTENANCE SUPPLIES	18.98
06/18/2026	26986(A)	MACQUEEN EQUIPMENT, LLC	AERIAL EQUIP, PELICAN SWEEPER PARTS	7,324.87
06/18/2026	26987(A)	MAPLE HILL SPRINKLING, INC.	START UP SPRINKLERS, REPAIRS - MULT LOCS	11,012.00
06/18/2026	26988(A)	MARTIN, MATTHEW	PER DIEM-STAFF & COMMAND SCHOOL	261.00
06/18/2026	26989(A)	MEJEUR ELECTRIC LLC	COUNCIL CHAMBERS LIGHTING, MISC ELEC SVCS	6,407.00
06/18/2026	26990(A)	METRONET HOLDINGS LLC	INTERNET FIBER, CABLE ACCESS, PHONE SVCS	4,554.90
06/18/2026	26991(A)	MEYERS, KIM	SNAP REIMBURSEMENT	28.00
06/18/2026	26992(A)	MICH MUNICIPAL POLICE & FIRE REPAIR	POLICE VEHICLE REPAIR & MAINT	1,587.88
06/18/2026	26993(A)	MICHIGAN PAVING & MATERIALS CO.	2026 LOCAL STREETS AMBERLY PH 2 RECONST	221,848.17
06/18/2026	26994(A)	MORRISON INDUSTRIAL EQUIPMENT	RENTAL FORKLIFT PICK UP FEE	200.00

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06/18/2026	26995(A)	MOTIF SIGN GROUP, LLC	INSTALL & REMOVAL OF "VOTE" BANNER	2,200.00
06/18/2026	26996(A)	MY GREEN MICHIGAN	MGM FOOD WASTE COMPOST SERVICE AGREEMENT	2,558.00
06/18/2026	26997(A)	NYE UNIFORM CO	POLICE & FIRE UNIFORMS	2,914.31
06/18/2026	26998(A)	VOID		0.00
06/18/2026	26999(A)	O'BOYLE-COLWELL-BLALOCK & AS.	ARCHITECTURE & ENG SVCS/PERMIT	7,996.38
06/18/2026	27000(A)	O'REILLY AUTO PARTS	REPAIR & MAINTENANCE SUPPLIES	284.99
06/18/2026	27001(A)	ONSTAFF GROUP SERVICES LLC	TEMPORARY EMPLOYEE SERVICES	9,884.45
06/18/2026	27002(A)	ORBIS ENVIRONMENTAL CONSULTING, LLC	LAKEVIEW PARK PHASE 1 ARCH SURVEY	2,620.00
06/18/2026	27003(A)	PARIS CLEANERS	DRY CLEANING SERVICES	869.06
06/18/2026	27004(A)	PEARSON, GERALD	PARK FACILITY CLEANING	9,155.00
06/18/2026	27005(A)	PECKELS, CHRISTINE	PZSC YOGA INSTRUCTOR	820.00
06/18/2026	27006(A)	PETERS CONSTRUCTION CO.	EMERGENCY STORM PIPE REPAIR - ROMENCE	9,432.00
06/18/2026	27007(A)	PLASKO, PATRICIA MARIE	PZSC INSTRUCTOR BEMOVED & YOGA	620.00
06/18/2026	27008(A)	PLM LAKE & LAND MANAGEMENT	AQUATIC WEED MANAGEMENT-MULT LOCS	15,314.25
06/18/2026	27009(A)	PRINTING SERVICES INC	PRINTING SERVICES	2,229.25
06/18/2026	27010(A)	RATHCO SAFETY SUPPLY, INC.	TRAFFIC REGULATION SUPPLIES	5,568.50
06/18/2026	27011(A)	RENEWED EARTH, INC.	COMPOST SITE MANAGEMENT	8,166.66
06/18/2026	27012(A)	REPUBLIC SERVICES OF WEST MICHIGAN	BULK SPRING COLLECTION	13,849.01
06/18/2026	27013(A)	ROE-COMM, INC.	MISC RADIO SERVICES	875.00
06/18/2026	27014(A)	ROSE, SANDRA K.	PZSC CARDIO DRUMMING INSTRUCTOR	400.00
06/18/2026	27015(A)	S B F ENTERPRISES, INC.	PRINT, PROCESS, MAIL WATER & SEWER BILLS	972.64
06/18/2026	27016(A)	SCHULTZ, KYLIE	PZSC BARRE INSTRUCTOR	240.00
06/18/2026	27017(A)	SEVERANCE ELECTRIC COMPANY,INC	PEDESTRIAN PEDESTAL REPAIRS	1,177.73
06/18/2026	27018(A)	SHAMBAUGH & SON, LP	ANNUAL SPRINKLER INSPECTION	1,070.00
06/18/2026	27019(A)	SHINY BRITE WASHING SYSTEMS LLC	CAR WASHES	266.00
06/18/2026	27020(A)	SIMPLIFILE HOLDINGS, INC	RECORDING AND SUBMISSION FEES	133.00
06/18/2026	27021(A)	SMITH GARSON, INC.	FEDERAL ADVOCACY SERVICES	5,000.00
06/18/2026	27022(A)	SPC SPECIALTY PRODUCTS, LLC	AQUA PATCH	3,996.00
06/18/2026	27023(A)	STOUT, MELISSA	PZSC FITNESS INSTRUCTOR CHAIR YOGA & BARRE	660.00
06/18/2026	27024(A)	SULLIVAN, WHITNEY	CITY HALL PLANT CARE	127.00
06/18/2026	27025(A)	TANNER, STEVE	REIMB EXPS-NORTH AMERICAN ASSAILANT CONF	387.86
06/18/2026	27026(A)	TINY GIANT FARM LLC	REIMBURSEMENT FOR SNAP AND DUFB	56.00
06/18/2026	27027(A)	TMK WORLDWIDE, LLC	METER SERVICE	423.21

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06/18/2026	27028(A)	TROWBRIDGE FARM LLC	SNAP REIMBURSEMENT	24.00
06/18/2026	27029(A)	TRUGREEN AND ACTION PEST CONTROL	HERBICIDE & PEST CONTROL SVCS	449.71
06/18/2026	27030(A)	TYLER TECHNOLOGIES, INC.	FIELD MOBILE MAPPING	123.88
06/18/2026	27031(A)	ULINE, INC.	PZSC OPERATING SUPPLIES	840.47
06/18/2026	27032(A)	UNIFIRST CORPORATION	HALLWAY CARPET RENTAL	101.64
06/18/2026	27033(A)	UNITED PARCEL SERVICE	UPS WEEKLY	53.07
06/18/2026	27034(A)	US SIGNAL COMPANY, LLC	INTERNET FIBER SERVICES	900.00
06/18/2026	27035(A)	VANCE OUTDOORS, INC.	TRAINING AMMO	5,751.60
06/18/2026	27036(A)	VANGUARD FIRE & SUPPLY LLC	FIRE EXTINGUISHER INSPECTION	264.00
06/18/2026	27037(A)	VEOLIA WATER CONTRACT OPERATIONS	UTILITY SYSTEM OPERATION	216,198.03
06/18/2026	27038(A)	VERMEER, JEREMIAH	REIMB EXPS-NORTH AMERICAN ASSAILANT CONF	366.80
06/18/2026	27039(A)	VICTUS ADVISORS LLC	RECREATION TOURISM STUDY	16,475.00
06/18/2026	27040(A)	WASTE MANAGEMENT OF MICHIGAN	CITY WIDE RECYCLE, WTP IRON WASTE REM	75,695.48
06/18/2026	27041(A)	WEST MICHIGAN INT'L LLC	FUEL INJECTOR REPAIR PARTS	4,704.90
06/18/2026	27042(A)	WIGHTMAN & ASSOCIATES, INC	ENGINEERING SERVICES-MULT LOCS	230,711.81
06/18/2026	27043(A)	WOLFE, MATTHEW	PER DIEM-MACP PROFESSIONAL DEV CONF	124.00
06/18/2026	27044(A)	XEROX CORPORATION	XEROX COPIER FEES	177.12
06/26/2026	27045(A)	DEARBORN LIFE INSURANCE COMPANY	LIFE LTD & STD INSURANCE	12,581.09
06/26/2026	27046(A)	VANAUKEN, VANESSA	MILEAGE PORTION OF JURY SERVICE CHECK	19.20
Total ACH				1,318,778.63

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06/18/2026	333694	ABDULLAH, ARIK	REIMB EXPS-GR LK HOT FIRE CONF, FDTN ENG CO	1,731.71
06/18/2026	333695	ADP SCREENING & SELECTION SERVICES	BACKGROUND SERVICES	80.97
06/18/2026	333696	ALBRIGHT, JULIE	PZSC PROGRAM REFUND SINGLE CONNECT	20.00
06/18/2026	333697	ALLEGRA PRINT & IMAGING	PRINTING SERVICES	234.00
06/18/2026	333698	ALLIED MECHANICAL SERVICES, INC	HVAC SERVICES - MULT LOCS	6,674.59
06/18/2026	333699	ALTA EQUIPMENT CO.	JOYSTICK REPAIR PARTS - VOLVO LOADER	2,664.96
06/18/2026	333700	AMERICAN HEART ASSOCIATION, INC.	FIRE TRAINING SUPPLIES	482.02
06/18/2026	333701	APPLIED CONCEPTS	REPLACEMENT RADAR REMOTES	799.19
06/18/2026	333702	ARMSTRONG, SERINITY	PZSC RENTAL SECURITY DEP REFUND 06.06.26	150.00
06/18/2026	333703	AT&T	ELECTRONIC COMMUNICATIONS	229.76
06/18/2026	333704	AUGUSTUS, ANGEL	GARLIC MUSTARD PULL WINNER 3	100.00

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06/18/2026	333705	BAILEY'S MEATS	SNAP REIMBURSEMENT	80.00
06/18/2026	333706	BARTZ, JOSH & RACHELLE	PZSC RENTAL SECURITY DEP 06.07.26	250.00
06/18/2026	333707	BAYHA, JOHN	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333708	BELAIRE HEATING	RAMONA PARKING VOUCHERS REFUND	75.00
06/18/2026	333709	BOAT CITY MARINE	JULY 25TH FRI AT FLATS VENDOR FEE REFUND	75.00
06/18/2026	333710	BONAMEGO, LOUIS	REIMBURSEMENT FOR SNAP AND DUFB	78.00
06/18/2026	333711	BOUMA-BETTEN CONSTRUCTION INC.	INTERIOR RENOVATIONS-COUNCIL CHAMBERS	32,000.00
06/18/2026	333712	BRENDLINGER, ROBIN	GRAIN ELEVATOR DEPOSIT REFUND	150.00
06/18/2026	333713	CENTRAL MICHIGAN PAPER COMPANY	COPY PAPER	1,330.00
06/18/2026	333714	CHAMBERLIN, JOSEPH J.	FRI AT FLAT-JUNE MUSICIAN	200.00
06/18/2026	333715	CHICAGO TITLE	FINAL UTILITY BILL-REFUND CREDIT BAL	52.71
06/18/2026	333716	CHICAGO TITLE OF MICHIGAN, INC.	CDBG-SEARCH FEE	150.00
06/18/2026	333717	CITY OF KALAMAZOO TREASURER	SANITARY SEWER CHARGES	502,838.76
06/18/2026	333718	CITY OF PORTAGE	STANWOOD WATER/SEWER BILL - MULT LOCS	175.71
06/18/2026	333719	COCHRAN GLASS AND DOOR, LLC	DPW-WINDOW REPAIR	325.00
06/18/2026	333720	CONSORT DISPLAY GROUP	PRINTING SERVICES	1,314.00
06/18/2026	333721	CONSUMERS ENERGY	STANWOOD CROSSINGS-GAS/ELEC 2059 TOPAZ LN	467.19
06/18/2026	333722	CONSUMERS ENERGY - CEM	FRM MKT 125 CENTRE UTILITY INSTALL	727.65
06/18/2026	333723	CRIPPS FOUNTAINE EXCAVATION	BD BOND REFUND	1,037.56
06/18/2026	333724	DANIELA FRANCESCA PENA CABREJA	PZSC RENTAL SECURITY DEP REF 06.14.26	250.00
06/18/2026	333725	DAVIS, JJ	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333726	DEVON TITLE AGENCY	REF OVER PAYMENT OF FINAL BILL	31.36
06/18/2026	333727	DICK, ROBERT	REIMBURSEMENT FOR SNAP AND DUFB	129.00
06/18/2026	333728	DUTCHMAN ORCHARDS, LLC	REIMBURSEMENT FOR SNAP AND DUFB	261.00
06/18/2026	333729	DYMOND-JACOX, KRISTINA	GRAIN ELEVATOR DEPOSIT REFUND	150.00
06/18/2026	333730	ELLIS, STEVEN RICHARD	PZSC PRESENTER - 10 DAYS IN ITALY	100.00
06/18/2026	333731	EMERICK, JOSH	PZSC RENTAL SECURITY DEP REF 06.17.26	350.00
06/18/2026	333732	FENDER, LISA	STUART MANOR DEPOSIT REFUND	150.00
06/18/2026	333733	GOEL, ART & ASHUTOSH	PZSC RENTAL SECURITY DEP REF 06.13.26	500.00
06/18/2026	333734	GORDON FOOD SERVICE	RAMONA CONCESSION, CONCERT, OP SUPPLIES	1,480.21
06/18/2026	333735	GRANGER III, GEORGE A	SITE PLAN REVIEW - MULT LOCS	1,430.00
06/18/2026	333736	GREENE, MICHELLE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
06/18/2026	333737	HALL, WILLIAM G	HINGES	40.00

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06/18/2026	333738	HALLAHAN & ASSOCIATES, P.C.	ASSESSING LEGAL SERVICES	238.62
06/18/2026	333739	HAVENHILL, ERIC	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333740	HICKS, JEFFREY	VACTOR REPAIR PARTS - REPLACEMENT GASKET	88.28
06/18/2026	333741	HILL, ERICA	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333742	HOME DEPOT CREDIT SERVICES	REPAIR & MAINTENANCE SUPPLIES	6,076.89
06/18/2026	333743	VOID		0.00
06/18/2026	333744	VOID		0.00
06/18/2026	333745	IXCOT-LOPEZ, SANDRA ANGELICA	SNAP REIMBURSEMENT	206.00
06/18/2026	333746	JAQUA, DAN & DAWN	BD BOND REFUND	3,714.98
06/18/2026	333747	JK OF MICHIGAN, LLC	LIFT STATION REHABS-MOORS 2 & OAKVIEW	145,005.02
06/18/2026	333748	K2AVL INC	USA250 DEP FOR SOUND-1776 PLAY & JUNE 4 CON	2,640.00
06/18/2026	333749	KALAMAZOO AREA TRANSPORTATION STUDY	TRAFFIC TECH SERVICES	3,155.00
06/18/2026	333750	KALAMAZOO COUNTY TREASURER	OAKBROOK, COLONIAL ACRES MOBILE HOME TXS	1,675.00
06/18/2026	333751	KALAMAZOO COUNTY TREASURER	1ST QTR 2026 SUBPOENA BY MAIL	531.25
06/18/2026	333752	KALAMAZOO LAWN & GARDEN EQUIPMENT	SERVICE - BOSS WIRING HARNESS ISSUE	1,435.98
06/18/2026	333753	KALAMAZOO SYMPHONY ORCHESTRA	USA250 EVENT-KSO PERFORMANCE DEPOSIT	10,000.00
06/18/2026	333754	KALAMAZOO X-RAY SALES/DATA GUARDIAN	SHREDDING CONTAINER SERVICE	43.00
06/18/2026	333755	KNOX CO.	FIRE VEHICLE MAINT	1,245.00
06/18/2026	333756	KZOO TIRE COMPANY	POLICE - VEHICLE REPAIR/MAINTENANCE	1,019.07
06/18/2026	333757	LAKELAND ASPHALT CORP.	SPRING MILL & FILL, COLD PATCH ROAD MAINT	125,910.88
06/18/2026	333758	LARCINESE, WYATT	UST "A" AND "B" OPERATOR SERVICES	200.00
06/18/2026	333759	LEWIS, DANIELLE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
06/18/2026	333760	LEXIPOL, LLC	ANNUAL ONLINE TRAINING FEE	3,300.00
06/18/2026	333761	LEXISNEXIS RISK DATA MANAGEMENT INC	MONTHLY ACCURINT CHARGES	150.00
06/18/2026	333762	LINEBAUGH, EVIE	GRAIN ELEVATOR DEPOSIT REFUND	150.00
06/18/2026	333763	LYNCH, JORDAN MICHAEL	ARBORIST SERVICES	800.00
06/18/2026	333764	MAIL MANAGEMENT, INC.	SERVICE MAINT AGREEMENT-LETTER OPENERS	1,092.00
06/18/2026	333765	MARTIN, DENNIS	FRI AT FLATS JUNE MUSICIAN	200.00
06/18/2026	333766	MATTHEWS, NICOLE	PZSC PROGRAM REPAYMENT	266.74
06/18/2026	333767	MDSA	PZSC MDSA MEMBERSHIP DUES	150.00
06/18/2026	333768	MESSINGER, MARY BETH	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333769	MICHIGAN ASSOC. OF PLANNING	ZONING BD OF APPEALS ON-SITE TR PROG	820.17
06/18/2026	333770	MICHIGAN MUNICIPAL LEAGUE - MBC-LEO	MEMBERSHIP FEE	150.00

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06/18/2026	333771	MICHIGAN SECURITY AND LOCK LLC	FARMER'S MKT- DUPLICATE ELEC PANEL KEYS	37.50
06/18/2026	333772	MICHIGAN STATE POLICE	SEX OFFENDER REGISTRATION	30.00
06/18/2026	333773	MIHM ENTERPRISES, INC.	CELERY FLATS - SCHOOL HOUSE NEW ROOF	38,802.00
06/18/2026	333774	MILLER ROAD TRANSFER STATION	DISPOSAL OF CEILING IN COUNCIL CHAMBERS	377.10
06/18/2026	333775	MLIVE MEDIA GROUP	TEARSHEET/AFFIDAVIT/KEEPSAKES	602.62
06/18/2026	333776	MODERNISTIC CARPET CLEANING CO	CARPET & FURNITURE CLEANING-PZSC	3,110.00
06/18/2026	333777	NOSTRAND, TRACY	STUART MANOR DEPOSIT REFUND	150.00
06/18/2026	333778	O'TOOLE, KELLY	PARKS TRAILER CABINETS	4,387.91
06/18/2026	333779	PDL PROPERTY MANAGEMENT LLC	CITY WIDE BOULEVARD MOWING	18,970.78
06/18/2026	333780	PERKINS TIRE SERVICE	SERVICE CALL - LOADER TIRE REPAIR	990.00
06/18/2026	333781	PERKINS, KIARA	GARLIC MUSTARD PULL WINNER 1	175.00
06/18/2026	333782	PETTY CASH-DANA FAIR	REPLENISHMENT CHECK	734.69
06/18/2026	333783	PFEIFER, TERESA	AMPHITHEATRE DEPOSIT REFUND	150.00
06/18/2026	333784	PORTAGE WOMENS' LACROSSE	PZSC RENTAL SECURITY DEPOSIT REFUND 06.08	250.00
06/18/2026	333785	PRECISION CONCRETE, INC.	SIDEWALK REPAIR OAKLAND & CENTRE	5,831.38
06/18/2026	333786	PROPERTY MANAGEMENT SYSTEMS	9303 PORTAGE RD GARAGE DOOR REPAIR	330.00
06/18/2026	333787	Q3 TECHNOLOGIES LLC	MISS DIGG SERVICES	80.00
06/18/2026	333788	RENTALEX OF MICHIGAN, INC.	CONCERT-TENT & SETUP FOR MUSICIAN	1,253.20
06/18/2026	333789	RJB INVESTMENT GROUP LLC	BD BOND REFUND	14,318.00
06/18/2026	333790	ROBERTS, CORY	FARMERS MARKET MUSICIAN	100.00
06/18/2026	333791	ROUTSONG, KATELIN	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333792	S & T LAWN SERVICE	TURF RESTORATION- RAMONA PK SUBDIVISION	1,750.00
06/18/2026	333793	SCHULTZ, NANCY	GARLIC MUSTARD PULL WINNER 2	125.00
06/18/2026	333794	SHERRIFF-GOSLIN CO.	WELLHOUSE MAINT-FLAT ROOF REPLACEMENT	30,852.89
06/18/2026	333795	SHI INTERNATIONAL CORP.	SPAM TITAN SOFTWARE CONTRACT	11,200.00
06/18/2026	333796	SMITH, TASHIYA	PZSC RENTAL SECURITY DEP REFUND 06.06.26	250.00
06/18/2026	333797	SMOTER, MICHAEL	REIMB EXP-GREAT LAKES DRINKING WATER CONF	276.95
06/18/2026	333798	SNYDER, JOEL	BANDSHELL DEPOSIT REFUND	150.00
06/18/2026	333799	SOIL & MATERIALS ENGINEERS INC	SWEEPER DEBRIS SOIL TESTING	2,000.00
06/18/2026	333800	SOUTHWEST CHILD CARE RESOURCE	PZSC RENTAL SECURITY REFUND 06.09.26	100.00
06/18/2026	333801	SPROUL, ANTHONY RICHARD	PZSC CONCERT OUT OF FAVOR BOYS	600.00
06/18/2026	333802	STEENSMA LAWN & POWER EQUIPMENT	EXMARK LAZER S 60" MOWER, STRIPER KIT	16,015.99
06/18/2026	333803	SUN TITLE AGENCY, LLC	REFUND CREDIT-FINAL UTILITY BILL	68.23

ACCOUNTS PAYABLE REGISTER
Check Dates From: 6/14/2026 to 6/27/2026

Check Date	Check	Vendor Name	Description	Amount
06/18/2026	333804	SUNDMAN, LINNEA	STUART MANOR DEPOSIT REFUND	150.00
06/18/2026	333805	SWANK MOTION PICTURES, INC.	MOVIES-LUCA LICENSING & FEES	555.00
06/18/2026	333806	TALBOT, MICHAEL J.	FRI AT FLATS JUNE MUSICIAN	200.00
06/18/2026	333807	THE AUSTIN COMPANY	BD BOND REFUND	6,140.00
06/18/2026	333808	THOMAS, MONTORA	HAYLOFT THEATRE DEPOSIT REFUND	150.00
06/18/2026	333809	TORRES LAWN CARE & SNOW REMOVAL LLC	TALL GRASS & WEED ABATEMENT SVCS	100.00
06/18/2026	333810	TRANSUNION RISK & ALTERNATIVE DATA	DB LOOK UP SERVICES ANNUAL FEE	311.00
06/18/2026	333811	TRILOGY REAL ESTATE PORTAGE LLC	BID BOND REFUND	865.00
06/18/2026	333812	TWO BIRDS STONE CREATIONS	FRI AT FLATS VENDOR FEE REFUND	75.00
06/18/2026	333813	UNITED DISTRIBUTION GROUP	RAMONA CONCESSION SUPPLIES	678.54
06/18/2026	333814	USPS	POSTAGE FOR PORTAGER	4,500.00
06/18/2026	333815	USPS	REFILL POSTAGE METER	5,000.00
06/18/2026	333816	VERHAGE FRUIT FARMS	SNAP REIMBURSEMENT	50.00
06/18/2026	333817	VLIETSRA LANDSCAPE SERVICES LLC	BD BOND REFUND	193.76
06/18/2026	333818	VOLPE, RONALD	SPRINKLER REIMBURSEMENT	388.76
06/18/2026	333819	WEDEL'S INC.	FLOWING PLANTING & DELIVERY-CITY HALL	1,999.22
06/18/2026	333820	WEST MICHIGAN STAMP & SEAL, INC	PZSC EMPLOYEE NAME TAGS	90.90
06/18/2026	333821	WIND WILLOW CONSORTIUM	SOUND 'SCAPES-MUSICAL PERF	750.00
06/18/2026	333822	WITMER PUBLIC SAFETY GROUP	FIRE OPERATIONS	380.40
06/18/2026	333823	WOOD, AMY	SCHRIER BLD DEPOSIT REFUND	150.00
06/18/2026	333824	YESH, RAMIE & JAMIE	PZSC RENTAL SECURITY DEP. 06.12.26	250.00
06/24/2026	333825	TRAILERS MIDWEST, INC.	FIRE TRT TRAILER	16,662.00
06/26/2026	333826	ALERT 360 OPCO, INC.	MONITORING CITY HALL	541.20
06/26/2026	333827	MILLER-DAVIS COMPANY	FIRE STATION 3 RENOVATIONS	34,338.84
06/26/2026	333828	VERIZON WIRELESS	WIRELESS CARDS	558.40
Total Paper Checks				1,099,976.49

Check Type: Auto-Pay Payments

06/15/2026	PRINCIPAL LIFE	UNION PENSIONS	51,597.54
06/17/2026	CONSUMERS ENERGY	GAS-ELECTRIC	43,246.67
06/18/2026	CONSUMERS ENERGY	GAS-ELECTRIC	282.57
06/18/2026	MISSIONSQUARE	EMPLOYEE RETIREMENT WITHHOLDINGS	50,610.76
Total Auto-Pay Payments			145,737.54

ACCOUNTS PAYABLE REGISTER
 Check Dates From: 6/14/2026 to 6/27/2026

Check Date	Check	Vendor Name	Description	Amount
Check Type: Electronic Payments				
06/15/2026		MULTIPLE	PPCOA, PPOA PENSION PAYMENTS	71,957.80
06/18/2026		MULTIPLE	PPCOA, PPOA PENSION PAYMENTS	14,754.96
06/22/2026		ADP	6/25/26 PAYROLL CASH - WIRE	642,790.26
			Total Electronic Payments	729,503.02
			Grand Total	3,293,995.68

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Revision to Purchasing Ordinance

SUPPORTING PERSONNEL: Justin Williams, Purchasing Manager

ACTION RECOMMENDED: Accept the amendment to Division 2, Article 5 "Purchases and Sales" in the City of Portage Code of Ordinances for first reading and set a second reading with final adoption for July 21, 2026

On February 11, 2025, the City Council approved changes to the City of Portage Code of Ordinances, Division 2, Article 5 "Purchasing and Sales." Minor changes are now being proposed and are of a "housekeeping" nature. The existing ordinance indicates that, for contracts over \$75,000, the city manager "or designee" may sign the contract. However, this provision is not included for lower purchasing amounts. This proposed ordinance makes this an option for lower purchasing amounts as well. Specifically:

- Section 2-171 Purchasing procedures; bids generally. (a) (b) (c) Purchases of \$6,000.00 or less. Purchases of \$6,000.00 or less may be made without the necessity of securing bids therefor or the approval of the city council. The contracts of purchase may be signed by the city manager **or designee**.
- Purchases of \$30,000.00 or less but over \$6,000.00. No purchases shall be made in an amount of \$30,000.00 or less but over \$6,000.00 unless an opportunity is afforded for competitive bids thereon. In cases where competitive bidding is required under this subsection, quotes, bids, proposals must be provided in writing. The contracts of purchase may be signed by the city manager **or designee**.
- Purchases of \$75,000.00 or less but over \$30,000.00. Except as otherwise provided in this division, when the amount involved exceeds \$30,000 but is \$75,000.00 or less, competitive bidding shall be required and received. In cases where competitive bidding is required under this subsection, it shall be by written bids, quotes and proposals. The contracts of purchase may be signed by the city manager **or designee** without the approval of the city council.

This recommendation will serve as a cleanup and allow added flexibility and responsiveness in the execution of contracts.

Therefore, it is recommended that City Council accept the amendment to Division 2, Article 5 "Purchases and Sales" in the City of Portage Code of Ordinances for first reading and set a second reading with final adoption for July 21, 2026.

FUNDING: N/A

Attachments: 1. Purchases and Sales Revised Ordinance Highlight Redline 6.29.26

2. Ordinance (approved to form)

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES
OF THE CITY OF PORTAGE, MICHIGAN
BY AMENDING CHAPTER 2 ADMINISTRATION**

THE CITY OF PORTAGE ORDAINS:

DIVISION 2. PURCHASES AND SALES¹

Sec. 2-161. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Materials and *supplies* mean any and all articles or things which shall be furnished to or used by an officer or department of the city for a city purpose.

Services means any and all services of any type, other than payroll services and professional services such as legal, medical, engineering, insurance, auditing and architectural services, whether or not including the furnishing of materials or supplies as a part or incident thereof, for which a consideration in money is paid by the city.

Professional services are services or expertise that are provided by a business, department or individual, rather than a physical product. Examples include consultants, trainers, legal experts, etc.

(Code 1983, § 206.01; Ord. No. 089-01, 1-17-1989)

Cross reference(s)—Definitions generally, § 1-2.

Sec. 2-162. Office of director of purchasing established.

There is hereby established the administrative office of the director of purchasing.

(Code 1983, § 230.01; Ord. No. 092-34, 12-22-1992)

Charter reference(s)—Appointed officers to be electors, § 3.2(d); appointment of administrative officers, § 6.2.

Sec. 2-163. Authority of director of purchasing.

No materials, supplies or services shall be purchased for use by an officer or department of the city except through or under the direction of the director of purchasing. The city manager shall, as director of purchasing under this division, subject to chapter 11 of the Charter, or under his

¹Charter reference(s)—Contracts, § 11.1 et seq.; purchasing procedures for personal property to be as established by ordinance, § 11.2.

responsibility, delegate such duties to a purchasing manager, officer or employee of the city, and he shall adopt any necessary rules respecting requisitions and purchasing orders.

(Code 1983, § 206.02; Ord. No. 089-01, 1-17-1989)

Sec. 2-164. Departmental estimates of requirements.

All officers and department heads shall, annually on or before February 1, file with the Department of Finance detailed estimates of their requirements in materials, supplies and services, in order that provisions may be made therefor in the annual city budget. The Purchasing Manager may arrange for the purchase of such materials, supplies and services as may be purchased in quantity to the best advantage of the city.

(Code 1983, § 206.03; Ord. No. 089-01, 1-17-1989)

Sec. 2-165. Requisitions; method of making purchases.

All materials, supplies and services shall be specified upon a written requisition therefor by the officer or department head requiring the materials, supplies or services. Requisitions shall be supplied, insofar as possible, out of materials on hand or in general stores of the city. If not available therefrom, purchases shall be made after bids are received, when required by the Charter or ordinance or a direction of the council. When the securing of bids is not required, purchases shall be made in the open market, to the best advantage of the city.

(Code 1983, § 206.04; Ord. No. 089-01, 1-17-1989)

Sec. 2-166. Emergency purchases.

In case of an actual emergency, an officer or department head may make direct purchases of materials, supplies or services, where the immediate procurement thereof is essential to the conduct of his office or department and the delay or established purchasing procedures would vitally affect the public services of the city or the health, safety or welfare of the public, provided that a requisition therefor is filed and approved with the Purchasing Manager as to the existence of the emergency, as provided in this division, before payment therefor may be authorized by the council or city manager dependent on threshold.

(Code 1983, § 206.05; Ord. No. 089-01, 1-17-1989)

Sec. 2-167. Sole source procurement.

- (a) A contract for supplies, materials, equipment, contractual services or construction may be awarded by the city council as otherwise provided for in this division without competitive bids when the department head determines, in writing, after conducting a good faith review of available sources, that there is only one source or where awarding to a single source for the provision of requested supplies, materials, equipment, contractual service or construction is in the best of interest of the City. The purchasing manager shall corroborate and approve the department head's recommendation prior to presenting the purchase request to the, depending on amount, city manager or city council. The written determination shall explain

the steps taken to identify sources, the purchase's background, description, benefit to the City and price reasonableness. The written statement shall be available for public inspection.

- (b) The single or sole source procurement shall be made at the lowest obtainable price. The purchasing manager, along with the representative from the requesting department, shall conduct negotiations as appropriate.

(Code 1983, § 206.06; Ord. No. 089-01, 1-17-1989)

Sec. 2-168. Cooperative and Piggyback purchasing.

Upon the written recommendation of the city manager, the city council may authorize cooperative purchasing using cooperative agencies' (e.g. MiDEAL, OMNIA, Sourcewell, etc.) competitively awarded contracts as well as piggyback purchasing using competitively awarded contracts by other units of government, including but not limited to the federal government, the state, and other local government units, without the necessity of obtaining independent bids.

(Code 1983, § 206.07; Ord. No. 089-01, 1-17-1989)

Sec. 2-169. Approval of requisitions by the finance director.

All requisitions for purchases shall be approved by the city finance director as to the sufficiency of funds to make purchases.

(Code 1983, § 206.08; Ord. No. 089-01, 1-17-1989)

Sec. 2-170. Unencumbered funds prerequisite to making purchases.

No purchase of materials, supplies or services shall be made by the city unless a sufficient unencumbered appropriation is available for the payment therefor or for the payment of such amount of the purchase price thereof as is required to be paid during the current fiscal year of the city, if the payment therefor is to be made in installments as permitted by section 11.3(a) of the Charter.

(Code 1983, § 206.09; Ord. No. 089-01, 1-17-1989)

Sec. 2-171. Purchasing procedures; bids generally.

- (a) *Purchases of \$6,000.00 or less.* Purchases of \$6,000.00 or less may be made without the necessity of securing bids therefor or the approval of the city council. The contracts of purchase may be signed by the city manager **or designee**.
- (b) *Purchases of \$30,000.00 or less but over \$6,000.00 .* No purchases shall be made in an amount of \$30,000.00 or less but over \$6,000.00 unless an opportunity is afforded for competitive bids thereon. In cases where competitive bidding is required under this subsection, quotes, bids, proposals must be provided in writing. The contracts of purchase may be signed by the city manager **or designee**.

-
- (c) *Purchases of \$75,000.00 or less but over \$30,000.00.* Except as otherwise provided in this division, when the amount involved exceeds \$30,000 but is \$75,000.00 or less, competitive bidding shall be required and received. In cases where competitive bidding is required under this subsection, it shall be by written bids, quotes and proposals. The contracts of purchase may be signed by the city manager or designee without the approval of the city council.
- (d) *Purchases over \$75,000.00.* Except as otherwise provided in this division, when the amount involved exceeds \$75,000.00, formal, sealed bids, proposals, or qualifications shall be requested and received. All sealed bids shall be opened by the purchasing manager or designee in public or via live video conference. The council may reject any or all bids. In each case of a purchase based upon bids, as provided in this section, the award of such purchase shall be based upon the lowest and best bid of a responsible bidder or best value, as determined by the council. If the council rejects all bids, the council shall order a second submission of bids to be made or may, by a vote of five or more of its members, waive the requirement of a second submission of bids. If the council rejects all bids submitted at the second submission of bids or waives the second submission of bids, the council may direct the director of purchasing to negotiate for the purchase of the materials, supplies or services concerned in the open market to the best advantage of the city. In no event shall the cost of any such purchase of materials so purchased in the open market exceed the amount therefor set forth in the lowest and best bid submitted at the last submission of competitive bids therefor. The contracts of purchase shall be signed by the city manager or designee to execute all contracts and documents necessary to implement the approved purchase.
- (e) *Petty cash purchases.* The city manager may allow for purchases from petty cash by officers and departments of the city. A purchase from petty cash shall not exceed \$200.00 and shall be accounted for , and approved by, the department head, All petty cash purchases are subject to review by the purchasing manager.

(Code 1983, § 206.10; Ord. No. 089-01, 1-17-1989; Ord. No. 12-06, 7-10-2012; Ord. No. 16-10, 10-4-2016; Ord. No. 18-03, 4-10-2018; Ord. No. 19/20-03, 4-14-2020)

Sec. 2-172. Exceptions to competitive bidding requirement.

Bidding will not be required in respect to contracts for professional services. In any other case where competitive bidding clearly is not practical or where no advantage would result to the city by requiring competitive bidding, the city council, upon the written recommendation of the city manager, may execute contracts without competitive bidding. (Code 1983, § 206.11; Ord. No. 089-01, 1-17-1989)

Sec. 2-173. Change orders to construction contracts.

The city manager may authorize change orders or extensions to any contract approved by the council in an amount not to exceed \$75,000.00 without the necessity of securing bids or further approval of the council.

(Code 1983, § 206.13; Ord. No. 089-01, 1-17-1989; Ord. No. 12-06, 7-10-2012; Ord. No. 18-03, 4-10-2018; Ord. No. 19/20-03, 4-14-2020)

Sec. 2-174. Forms; adoption of purchasing rules; authority of council to waive requirements.

The purchasing manager shall formulate and provide all forms which are required to facilitate purchasing by the city and its officers and departments under this division. He shall also propose such rules as may be required to supplement this division for the conduct of purchasing of materials, supplies and services by the city, which rules shall be effective when approved by the vote of four or more members of the council and when a copy thereof is filed with the city clerk. The purchasing manager shall maintain a copy of all such rules for distribution to the public upon request. The city council reserves the authority to waive or modify any provisions or procedures pertaining to purchasing or contracting contained in this division or the rules and regulations promulgated by the city manager, if the city council determines it is in the best interest of the city to do so.

(Code 1983, § 206.14; Ord. No. 089-01, 1-17-1989)

Sec. 2-175. Sale of personal property.

With the consent of the city manager, personal property of the city may be sold by the purchasing manager:

- (1) When the estimated value of an item of personal property is \$4,000.00 or less, as estimated by the department head, such property may be sold without securing bids therefor.
- (2) When the estimated value of an item of personal property is \$20,000.00 or less but over \$4,000.00, as estimated by the department head, opportunity for written, competitive bids, quotes or proposals shall be afforded. The purchasing manager shall keep a record of all bids received.
- (3) When the estimated value of an item of personal property is over \$20,000.00, as estimated by the department head, sealed written bids shall be requested and received or bids shall be obtained at an advertised public auction. If sealed bids are requested, they shall be publicly opened by the purchasing manager or designee. If the bids received exceed \$20,000.00, the final award shall be made by the council. The council may reject any and all bids. If the council rejects all bids submitted, it may direct the city manager to negotiate for the sale of such city personal property in the open market to the best advantage of the city.

(Code 1983, § 206.15; Ord. No. 089-01, 1-17-1989; Ord. No. 12-06, 7-10-2012)

Charter reference(s)—Sales of personal property to be as established by ordinance, § 11.2.

Sec. 2-176. Disposition of found property.

The police department shall accept custody of lost articles having a value of \$10.00 or more, delivered to it or found by it. It shall maintain a record of each such article, giving its description, the time and place found and the name and address of the finder. If the owner of lost property is known to the chief of police, he shall cause to be served upon such owner a written notice

informing him that his property has been found and is in the possession of the department. Any such article held by the department for 90 days or longer and which has not been claimed by the owner shall be sold at public auction by the director of purchasing, and the proceeds, less the expense of storage and sale, shall be deposited with the city treasurer. Ten days prior to any such sale, a notice of such sale shall be published in a newspaper of general circulation in the city. Such notice shall describe the property and the time and place where it will be sold. Firearms shall be disposed of in accordance with applicable statutes.

(Code 1983, § 206.16; Ord. No. 089-01, 1-17-1989)

Sec. 2-177. Amendment of dollar amounts.

The dollar amounts set forth in this division may, from time to time, be changed by ordinance of the council without the necessity of amending the entire division.

(Code 1983, § 206.17; Ord. No. 089-01, 1-17-1989)

Secs. 2-178—2-200. Reserved.

Dated: _____

Patricia M. Randall, Mayor

FIRST READING:

SECOND READING:

ORDINANCE #:

EFFECTIVE DATE:

CERTIFICATION

I, Erica Eklov, do hereby certify that I am the duly appointed and acting City Clerk of the City of Portage and that the foregoing ordinance was adopted by the City of Portage on the ____ day of _____, 2025.

Erica Eklov, City Clerk

PREPARED BY:

Catherine Kaufman (P65412)

Portage City Attorney

Bauckham Thall

470 W. Centre, Suite A

Approved as to Form:

Date: _____

City Attorney

Portage, MI 49024

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES
OF THE CITY OF PORTAGE, MICHIGAN
BY AMENDING CHAPTER 2 ADMINISTRATION
ARTICLE 5 FINANCE, DIVISION 2 PURCHASES AND
SALES**

THE CITY OF PORTAGE ORDAINS:

That Chapter 2 Administration, Article 5 Finance, Division 2 Purchases and Sales shall be amended to read as follows:

DIVISION 2. PURCHASES AND SALES¹

Sec. 2-161. Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Materials and *supplies* mean any and all articles or things which shall be furnished to or used by an officer or department of the city for a city purpose.

Services means any and all services of any type, other than payroll services and professional services such as legal, medical, engineering, insurance, auditing and architectural services, whether or not including the furnishing of materials or supplies as a part or incident thereof, for which a consideration in money is paid by the city.

Professional services are services or expertise that are provided by a business, department or individual, rather than a physical product. Examples include consultants, trainers, legal experts, etc.

(Code 1983, § 206.01; Ord. No. 089-01, 1-17-1989)

Cross reference(s)—Definitions generally, § 1-2.

Sec. 2-162. Office of director of purchasing established.

There is hereby established the administrative office of the director of purchasing.

(Code 1983, § 230.01; Ord. No. 092-34, 12-22-1992)

Charter reference(s)—Appointed officers to be electors, § 3.2(d); appointment of administrative officers, § 6.2.

Sec. 2-163. Authority of director of purchasing.

No materials, supplies or services shall be purchased for use by an officer or department of the city except through or under the direction of the director of purchasing. The city manager shall, as director of purchasing under this division, subject to chapter 11 of the Charter, or under his

¹Charter reference(s)—Contracts, § 11.1 et seq.; purchasing procedures for personal property to be as established by ordinance, § 11.2.

responsibility, delegate such duties to a purchasing manager, officer or employee of the city, and he shall adopt any necessary rules respecting requisitions and purchasing orders.

(Code 1983, § 206.02; Ord. No. 089-01, 1-17-1989)

Sec. 2-164. Departmental estimates of requirements.

All officers and department heads shall, annually on or before February 1, file with the Department of Finance detailed estimates of their requirements in materials, supplies and services, in order that provisions may be made therefor in the annual city budget. The Purchasing Manager may arrange for the purchase of such materials, supplies and services as may be purchased in quantity to the best advantage of the city.

(Code 1983, § 206.03; Ord. No. 089-01, 1-17-1989)

Sec. 2-165. Requisitions; method of making purchases.

All materials, supplies and services shall be specified upon a written requisition therefor by the officer or department head requiring the materials, supplies or services. Requisitions shall be supplied, insofar as possible, out of materials on hand or in general stores of the city. If not available therefrom, purchases shall be made after bids are received, when required by the Charter or ordinance or a direction of the council. When the securing of bids is not required, purchases shall be made in the open market, to the best advantage of the city.

(Code 1983, § 206.04; Ord. No. 089-01, 1-17-1989)

Sec. 2-166. Emergency purchases.

In case of an actual emergency, an officer or department head may make direct purchases of materials, supplies or services, where the immediate procurement thereof is essential to the conduct of his office or department and the delay or established purchasing procedures would vitally affect the public services of the city or the health, safety or welfare of the public, provided that a requisition therefor is filed and approved with the Purchasing Managers to the existence of the emergency, as provided in this division, before payment therefor may be authorized by the council or city manager dependent on threshold.

(Code 1983, § 206.05; Ord. No. 089-01, 1-17-1989)

Sec. 2-167. Sole source procurement.

- (a) A contract for supplies, materials, equipment, contractual services or construction may be awarded by the city council as otherwise provided for in this division without competitive bids when the department head determines, in writing, after conducting a good faith review of available sources, that there is only one source or where awarding to a single source for the provision of requested supplies, materials, equipment, contractual service or construction is in the best of interest of the City. The purchasing managers shall corroborate and approve the department head's recommendation prior to presenting the purchase request to the, depending on amount, city manager or city council. The written determination shall explain

the steps taken to identify sources, the purchase's background, description, benefit to the City and price reasonableness. The written statement shall be available for public inspection.

- (b) The single or sole source procurement shall be made at the lowest obtainable price. The purchasing manager, along with the representative from the requesting department, shall conduct negotiations as appropriate.

(Code 1983, § 206.06; Ord. No. 089-01, 1-17-1989)

Sec. 2-168. Cooperative and Piggyback purchasing.

Upon the written recommendation of the city manager, the city council may authorize cooperative purchasing using cooperative agencies' (e.g. MiDEAL, OMNIA, Sourcewell, etc.) competitively awarded contracts as well as piggyback purchasing using competitively awarded contracts by other units of government, including but not limited to the federal government, the state, and other local government units, without the necessity of obtaining independent bids.

(Code 1983, § 206.07; Ord. No. 089-01, 1-17-1989)

Sec. 2-169. Approval of requisitions by the finance director.

All requisitions for purchases shall be approved by the city finance director as to the sufficiency of funds to make purchases.

(Code 1983, § 206.08; Ord. No. 089-01, 1-17-1989)

Sec. 2-170. Unencumbered funds prerequisite to making purchases.

No purchase of materials, supplies or services shall be made by the city unless a sufficient unencumbered appropriation is available for the payment therefor or for the payment of such amount of the purchase price thereof as is required to be paid during the current fiscal year of the city, if the payment therefor is to be made in installments as permitted by section 11.3(a) of the Charter.

(Code 1983, § 206.09; Ord. No. 089-01, 1-17-1989)

Sec. 2-171. Purchasing procedures; bids generally.

- (a) *Purchases of \$6,000.00 or less.* Purchases of \$6,000.00 or less may be made without the necessity of securing bids therefor or the approval of the city council. The contracts of purchase may be signed by the city manager or designee.
- (b) *Purchases of \$30,000.00 or less but over \$6,000.00 .* No purchases shall be made in an amount of \$30,000.00 or less but over \$6,000.00 unless an opportunity is afforded for competitive bids thereon. In cases where competitive bidding is required under this subsection, quotes, bids, proposals must be provided in writing. The contracts of purchase may be signed by the city manager or designee.

-
- (c) *Purchases of \$75,000.00 or less but over \$30,000.00.* Except as otherwise provided in this division, when the amount involved exceeds \$30,000 but is \$75,000.00 or less, competitive bidding shall be required and received. In cases where competitive bidding is required under this subsection, it shall be by written bids, quotes and proposals. The contracts of purchase may be signed by the city manager or designee without the approval of the city council.
- (d) *Purchases over \$75,000.00.* Except as otherwise provided in this division, when the amount involved exceeds \$75,000.00, formal, sealed bids, proposals, or qualifications shall be requested and received. All sealed bids shall be opened by the purchasing manager or designee in public or via live video conference. The council may reject any or all bids. In each case of a purchase based upon bids, as provided in this section, the award of such purchase shall be based upon the lowest and best bid of a responsible bidder or best value, as determined by the council. If the council rejects all bids, the council shall order a second submission of bids to be made or may, by a vote of five or more of its members, waive the requirement of a second submission of bids. If the council rejects all bids submitted at the second submission of bids or waives the second submission of bids, the council may direct the director of purchasing to negotiate for the purchase of the materials, supplies or services concerned in the open market to the best advantage of the city. In no event shall the cost of any such purchase of materials so purchased in the open market exceed the amount therefor set forth in the lowest and best bid submitted at the last submission of competitive bids therefor. The contracts of purchase shall be signed by the city manager or designee to execute all contracts and documents necessary to implement the approved purchase.
- (e) *Petty cash purchases.* The city manager may allow for purchases from petty cash by officers and departments of the city. A purchase from petty cash shall not exceed \$200.00 and shall be accounted for , and approved by, the department head, All petty cash purchases are subject to review by the purchasing manager.

(Code 1983, § 206.10; Ord. No. 089-01, 1-17-1989; Ord. No. 12-06, 7-10-2012; Ord. No. 16-10, 10-4-2016; Ord. No. 18-03, 4-10-2018; Ord. No. 19/20-03, 4-14-2020)

Sec. 2-172. Exceptions to competitive bidding requirement.

Bidding will not be required in respect to contracts for professional services. In any other case where competitive bidding clearly is not practical or where no advantage would result to the city by requiring competitive bidding, the city council, upon the written recommendation of the city manager, may execute contracts without competitive bidding. (Code 1983, § 206.11; Ord. No. 089-01, 1-17-1989)

Sec. 2-173. Change orders to construction contracts.

The city manager may authorize change orders or extensions to any contract approved by the council in an amount not to exceed \$75,000.00 without the necessity of securing bids or further approval of the council.

(Code 1983, § 206.13; Ord. No. 089-01, 1-17-1989; Ord. No. 12-06, 7-10-2012; Ord. No. 18-03, 4-10-2018; Ord. No. 19/20-03, 4-14-2020)

Sec. 2-174. Forms; adoption of purchasing rules; authority of council to waive requirements.

The purchasing manager shall formulate and provide all forms which are required to facilitate purchasing by the city and its officers and departments under this division. He shall also propose such rules as may be required to supplement this division for the conduct of purchasing of materials, supplies and services by the city, which rules shall be effective when approved by the vote of four or more members of the council and when a copy thereof is filed with the city clerk. The purchasing manager shall maintain a copy of all such rules for distribution to the public upon request. The city council reserves the authority to waive or modify any provisions or procedures pertaining to purchasing or contracting contained in this division or the rules and regulations promulgated by the city manager, if the city council determines it is in the best interest of the city to do so.

(Code 1983, § 206.14; Ord. No. 089-01, 1-17-1989)

Sec. 2-175. Sale of personal property.

With the consent of the city manager, personal property of the city may be sold by the purchasing manager:

- (1) When the estimated value of an item of personal property is \$4,000.00 or less, as estimated by the department head, such property may be sold without securing bids therefor.
- (2) When the estimated value of an item of personal property is \$20,000.00 or less but over \$4,000.00, as estimated by the department head, opportunity for written, competitive bids, quotes or proposals shall be afforded. The purchasing manager shall keep a record of all bids received.
- (3) When the estimated value of an item of personal property is over \$20,000.00, as estimated by the department head, sealed written bids shall be requested and received or bids shall be obtained at an advertised public auction. If sealed bids are requested, they shall be publicly opened by the purchasing manager or designee. If the bids received exceed \$20,000.00, the final award shall be made by the council. The council may reject any and all bids. If the council rejects all bids submitted, it may direct the city manager to negotiate for the sale of such city personal property in the open market to the best advantage of the city.

(Code 1983, § 206.15; Ord. No. 089-01, 1-17-1989; Ord. No. 12-06, 7-10-2012)

Charter reference(s)—Sales of personal property to be as established by ordinance, § 11.2.

Sec. 2-176. Disposition of found property.

The police department shall accept custody of lost articles having a value of \$10.00 or more, delivered to it or found by it. It shall maintain a record of each such article, giving its description, the time and place found and the name and address of the finder. If the owner of lost property is known to the chief of police, he shall cause to be served upon such owner a written notice

informing him that his property has been found and is in the possession of the department. Any such article held by the department for 90 days or longer and which has not been claimed by the owner shall be sold at public auction by the director of purchasing, and the proceeds, less the expense of storage and sale, shall be deposited with the city treasurer. Ten days prior to any such sale, a notice of such sale shall be published in a newspaper of general circulation in the city. Such notice shall describe the property and the time and place where it will be sold. Firearms shall be disposed of in accordance with applicable statutes.

(Code 1983, § 206.16; Ord. No. 089-01, 1-17-1989)

Sec. 2-177. Amendment of dollar amounts.

The dollar amounts set forth in this division may, from time to time, be changed by ordinance of the council without the necessity of amending the entire division.

(Code 1983, § 206.17; Ord. No. 089-01, 1-17-1989)

Secs. 2-178—2-200. Reserved.

Dated: _____

Patricia M. Randall, Mayor

FIRST READING:

SECOND READING:

ORDINANCE #:

EFFECTIVE DATE:

CERTIFICATION

I, Erica Eklov, do hereby certify that I am the duly appointed and acting City Clerk of the City of Portage and that the foregoing ordinance was adopted by the City of Portage on the ____ day of _____, 2026.

Erica Eklov, City Clerk

Approved as to Form:



Date: 7-2-2026

TO: Honorable Mayor and City Council

FROM: Adam Herringa, Acting City Manager

SUBJECT: Ordinance Amendment - Police Lines, Clear Zones, and Nuisance Parties

SUPPORTING PERSONNEL: Catherine Kaufman, City Attorney
Matt Wolfe, Director of Public Safety - Police / Fire Chief

ACTION RECOMMENDED: Accept the proposed ordinance amending Chapter 50 of the Portage City Code to establish authority for emergency police lines and clear zones and to regulate nuisance parties within the City of Portage, and take final action at the regular City Council Meeting on July 7, 2026.

The Portage Department of Public Safety (PDPS) has identified a growing need for additional tools to address evolving public safety challenges associated with emergency incidents, large gatherings, street takeovers, and other events that can pose risks to residents, visitors, and emergency responders. Ordinances currently utilized by the City of Kalamazoo were used as a model to develop an ordinance pertaining to the establishment of emergency police line/clear zones and nuisance parties. It is proposed to amend Chapter 50 "Offenses and Miscellaneous Provisions" of the Portage Code of Ordinance as outlined below. During the first introduction of the proposal during the June 9, 2026 Council meeting, Councilmember Olmsted noted an error between Sections four and five, which has been corrected. She also requested the addition of an item "D" in Section 50-117 for a penalty to match that of the penalty noted later in Section 50-118. This requested addition has also been made in the revised ordinance attachment.

Emergency Police Lines and Clear Zones

The proposed ordinance would authorize the Director of Public Safety, or a designated officer acting on their behalf, to establish temporary police lines or restricted public safety zones during emergencies and incidents including:

- Fires
- Serious accidents
- Explosions
- Extreme weather events
- Public disturbances
- Parades
- Other emergencies requiring crowd control and scene security

The ordinance would prohibit individuals from knowingly crossing established police lines, entering restricted zones, remaining within a restricted zone after being directed to leave, or refusing lawful orders issued by emergency personnel.

This authority is intended to:

- Protect residents and bystanders from hazardous conditions;
- Allow police, fire, EMS, and other emergency personnel to perform their duties safely and effectively;
- Maintain access and movement for emergency vehicles;
- Prevent interference with emergency operations;
- Improve scene security during rapidly evolving incidents.

The ordinance preserves reasonable access for properly identified media representatives, residents of affected areas, and other individuals specifically authorized by incident command, provided they do not interfere with emergency operations.

Nuisance Parties

The proposed ordinance is intended to address large gatherings that create significant public safety concerns and frequently require substantial emergency response resources. In recent years, communities throughout Southwest Michigan have experienced an increase in large, often unplanned gatherings commonly referred to as "X-Train" parties, street takeovers, and similar events. These incidents have been associated with:

- Disorderly conduct;
- Reckless driving;
- Traffic congestion;
- Property damage;
- Assaults and weapons-related offenses;
- Noise disturbances;
- Trespassing and littering;
- Interference with emergency response activities.

The proposed ordinance would establish accountability for individuals who sponsor, host, organize, permit, or attend gatherings that become nuisance parties. The ordinance defines nuisance parties as social gatherings that result in specified unlawful or dangerous conditions, including illegal alcohol or drug activity, property damage, traffic obstruction, excessive noise, threats to public safety, and other disruptive conduct.

Violations would be classified as misdemeanors punishable by up to 90 days in jail and/or a fine of up to \$500, consistent with the ordinance adopted by the City of Kalamazoo. The ordinance does not include Kalamazoo's vehicle impoundment provisions.

Adoption of the proposed ordinance would provide PDPS with additional enforcement tools to maintain public safety, protect neighborhoods, and support emergency response operations. The ordinance would also support regional public safety coordination. Large-scale incidents occurring within the City of Portage frequently require assistance from the Kalamazoo Metro SWAT Team and other regional partners, including personnel from:

- Portage Department of Public Safety;
- Kalamazoo Department of Public Safety;

- Kalamazoo County Sheriff's Office;
- Western Michigan University Police Department; and
- Kalamazoo Township Police Department.

The ability to establish and enforce secure operational perimeters is critical during these incidents to protect responders, preserve scene integrity, facilitate coordinated operations, and prevent interference by unauthorized individuals.

The ordinance has been prepared and reviewed by the City Attorney's Office and is modeled after ordinances currently in effect within the City of Kalamazoo.

It is recommended that City Council adopt the proposed ordinance amending Chapter 50 of the Portage City Code to establish authority for emergency police lines and clear zones and to regulate nuisance parties within the City of Portage.

FUNDING: The proposed ordinance is not expected to have a significant fiscal impact. Any costs associated with implementation and enforcement are expected to be absorbed within existing departmental budgets.

Attachments:

1. OLD Proposed Amendment
2. police zone ordinance 50-117 revs 7.6.2026

CITY OF PORTAGE

ORDINANCE NO. __

ADOPTED: _____, 2026

EFFECTIVE: 15 DAYS AFTER PUBLICATION

An Ordinance to amend the City of Portage Code of Ordinances regarding the establishment of police lines and clear zones; regarding regulation of nuisance parties; to provide an effective date and to repeal all ordinances or parts of ordinances in conflict herewith.

**CITY OF PORTAGE
KALAMAZOO COUNTY, MICHIGAN**

ORDAINS:

SECTION I
AMENDMENT OF CHAPTER 50 OFFENSES AND MISCELLANEOUS PROVISIONS
ARTICLE 4 OFFENSES AGAINST PUBLIC PEACE AND ORDER

Chapter 50, Article 4 Section 50-117 of the Portage City Code is hereby created to read as follows:

“Sec. 50-117. –Establishment of police line or clear zone.

- A. When any fire, accident, explosion, parade, calamity, public disturbance or other occasion causes or may cause persons to collect on the public streets, sidewalks or other areas of the City, the chief of public safety or officer acting for him may establish a police line or zone as may be necessary for the purpose of affording a clearing for:
1. The protection of persons and property;
 2. Police officers, firefighters, or public safety officers, and emergency medical personnel; and other personnel performing operations in accordance with their duties;
 3. The exclusion of the public from the vicinity of a fire, accident, explosion, calamity, other emergency or public disturbances;
 4. The passage of a parade;
 5. The movement of traffic.
- B. Any person who shall knowingly cross any such line, knowingly enter into any such zone, or remain in any such zone after being requested to leave, shall be guilty of a misdemeanor. Provided, that bona fide and properly identified representatives of the press and media, residents of said zone, and such other persons as the chief of public safety or officer acting for him may authorize to cross such lines or be within such zone, may be permitted to cross such lines or enter into such zone, and may remain in such zone so long as they will not and do not interfere with emergency personnel performing their duties.

- C. Every person present within such zone shall comply with any necessary order or instruction of any police officer and any person who refuses to comply with the necessary order of a police officer shall be guilty of a misdemeanor.

SECTION II
AMENDMENT OF CHAPTER 50 OFFENSES AND MISCELLANEOUS PROVISIONS
ARTICLE 4 OFFENSES AGAINST PUBLIC PEACE AND ORDER

Chapter 50, Article 4 Section 50-118 of the Portage City Code is hereby created to read as follows:

“Sec. 50-118. –Nuisance Parties

- A. A nuisance party is defined as a social gathering or party, whether static or mobile, conducted on any public or private property within the City and which, by reason of the conduct of those persons in attendance, results in any one or more of the following conditions or events occurring on public or private property.
1. The unlawful sale, furnishing, possession, or consumption of alcoholic beverages;
 2. Urination or defecation on neighboring public or private property, or on the premises in view of another person;
 3. Unlawful deposit of trash or litter;
 4. Destruction of property;
 5. Unlawful vehicular traffic, or the unlawful stopping, standing or parking of vehicles, obstruction of the free flow of traffic or interference with the ability to render emergency services;
 6. Unlawful parking of vehicles within the public streets, alleys, or sidewalks, or upon private property;
 7. Unreasonably loud noise under the circumstances which disturbs the comfort, quiet or repose of one or more members of the neighborhood;
 8. Conduct or a condition which injures any person;
 9. Conduct or a condition which endangers the safety of persons or property in the neighborhood;
 10. Conduct or a condition which results in the indecent exposure of a person, or the display of graphic sexual behavior, whether real or simulated, to a member of the public not attending the social gathering or party;
 11. Unlawful sale, furnishing, manufacture, use, or possession of a controlled substance as defined by federal or state law.

- B. Nuisance parties prohibited. Any owner, occupant, tenant, guests or person otherwise having any possessory control, individually or jointly, of any personal or real property who either sponsors, conducts, hosts, invites, or permits a social gathering or party which is or during the course thereof becomes a nuisance party which is either the intentional result of or within the reasonable expectations of the person or persons having such possessory control is hereby deemed to have committed a violation of this article. In any prosecution for a violation of this section or the section prohibiting persons from attending nuisance parties, proof of specific intent shall not be required as a necessary element, but proof of general criminal intent shall be a necessary element.

- C. Persons in attendance at nuisance parties. Any person who is in attendance at a nuisance party whether or not such person has any possessory control over the personal or real property, shall be deemed to have committed a violation of this article.

- D. Violations and penalties. A violation of this article is a misdemeanor punishable by up to 90 days in jail and/or a maximum fine of \$500.

SECTION III
SEVERABILITY

Should any provision or part of the within Ordinance be declared by any court of competent jurisdiction to be invalid or unenforceable, the same shall not affect the enforceability of the balance of this Ordinance which shall remain in full force and effect.

SECTION IV
REPEAL

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION IV
EFFECTIVE DATE

This ordinance is effective 15 days after publication after adoption.

FIRST READING:
SECOND READING:
ORDINANCE #:
EFFECTIVE DATE:

Dated: _____, 2026

Patricia Randall, Mayor

STATE OF MICHIGAN)
) SS
COUNTY OF KALAMAZOO)

CERTIFICATION

I, Erica Eklov, do hereby certify that I am the duly appointed City Clerk of the City of Portage and that the foregoing ordinance was adopted by the City of Portage on the _____ day of _____, 2026.

Erica Eklov, City Clerk

PREPARED BY:
Catherine P. Kaufman (P65412)
Portage City Attorney
470 W. Centre Ave.
Portage, MI 49024
(269) 382-4500

Approved as to Form:
Date 6-1-2026
Catherine Kaufman
City Attorney

CITY OF PORTAGE

ORDINANCE NO. __

ADOPTED: _____, 2026

EFFECTIVE: 15 DAYS AFTER PUBLICATION

An Ordinance to amend the City of Portage Code of Ordinances regarding the establishment of police lines and clear zones; regarding regulation of nuisance parties; to provide an effective date and to repeal all ordinances or parts of ordinances in conflict herewith.

**CITY OF PORTAGE
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- C. Every person present within such zone shall comply with any necessary order or instruction of any police officer and any person who refuses to comply with the necessary order of a police officer shall be guilty of a misdemeanor.

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SECTION V
EFFECTIVE DATE

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FIRST READING:
SECOND READING:
ORDINANCE #:
EFFECTIVE DATE:

Dated: _____, 2026

Patricia Randall, Mayor

STATE OF MICHIGAN)
) SS

COUNTY OF KALAMAZOO)

CERTIFICATION

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Erica Eklov, City Clerk

PREPARED BY:
Catherine P. Kaufman (P65412)
Portage City Attorney
470 W. Centre Ave.
Portage, MI 49024
(269) 382-4500

Approved as to Form:

Date _____

City Attorney