

7:30 p.m. Call to Order.

Invocation: Pastor Richard Hertsel of the Centre Avenue Community Church of God.

Pledge of Allegiance.

Roll Call.

Proclamation: Resolution honoring Christine Berro, Director of the Portage District Library

A. Approval of the Special and Regular Meeting Minutes of January 8, 2013.

* B. Approval of Consent Agenda Motions.

* C. Communication from the City Manager recommending that City Council approve the Accounts Payable Register of January 22, 2013, as presented.

D. Public Hearings:

E. Petitions and Statements of Citizens:

F. Reports from the Administration:

* 1. Communication from the City Manager recommending that City Council adopt:

a. Resolution No. 3-13 setting a public hearing on the issuance of the Industrial Facilities Exemption Certificate for the Stryker Corporation for real and personal property in the estimated amount of \$5.64 million at 4100 East Milham Avenue, Industrial District No. 63, for February 12, 2013.

* 2. Communication from the City Manager recommending that City Council resolve to adopt the 2013 Recreation and Open Space Plan Update and authorize the City Manager to submit the approved plan to the Michigan Department of Natural Resources to comply with applicable grant requirement guidelines.

* 3. Communication from the City Manager regarding the December 2012 Summary Environmental Activity Report - Information Only.

* 4. Communication from the City Manager recommending that City Council hold a closed session immediately following the regularly scheduled City Council Meeting of January 22, 2013, to discuss a City Attorney communication.

* 5. Department Monthly Reports.

G. Communications:

1. Annual presentation by the Portage Youth Advisory Committee.

2. Communication from the Environmental Board regarding the 2012 Purple Loosestrife program and annual presentation.

3. Communication from Human Services Board Chair Sandra Sheppard regarding the Representative to Kalamazoo Transit Authority Local Advisory Committee.

H. Unfinished Business:

* I. Minutes of Boards and Commissions Meetings:

1. Portage Historic District Commission of December 5, 2012.
2. Portage Park Board of December 5, 2012.
3. Portage Human Services Board of December 6, 2012.
4. Portage Youth Advisory Committee of December 10, 2012.
5. Portage Environmental Board of December 12, 2012.
6. Portage Human Services Board of January 3, 2013.
7. Portage Planning Commission of January 3, 2013.

J. Ad-Hoc Committee Reports:

K. New Business:

L. Bid Tabulations:

- * 1. Communication from the City Manager recommending that City Council approve a three-year contract with the low bidders:
 - a. Irish Ayres Enterprises, LLC, in the annual amount of \$116,026 for mowing, trimming and landscape maintenance of city roadsides/boulevards, City Centre and outlots;
 - b. J&J Lawn Service, Incorporated, in the annual amount of \$12,445 for mowing, trimming and landscape maintenance of Michigan Department of Transportation (MDOT) properties within the city; both with an option for three, one-year renewals, and authorize the City Manager to execute all documents related to this action on behalf of the city.
- * 2. Communication from the City Manager recommending that City Council approve the low bid for a three-year contract with Stap Brothers in the yearly amount of \$32,054 for landscape bed maintenance, with an option for three annual contract extensions and authorize the City Manager to execute all documents related to this action on behalf of the city.

M. Other City Matters:

1. Statements of Citizens.
2. From City Council and City Manager.
- * 3. Reminder of Meetings:
 - a. Thursday, January 24, 4:30 p.m., Public Media Network Board of Directors, 359 S. Kalamazoo Mall, Kalamazoo.
 - b. Monday, January 28, 6:30 p.m., Youth Advisory Committee, City Hall Room #1.
 - c. Monday, January 28, 7:00 p.m., Zoning Board of Appeals, Council Chambers.
 - d. Wednesday, February 6, 8:15 a.m., Historic District Commission, City Hall Room #2.
 - e. Wednesday, February 6, 6:30 p.m., Park Board, Stuart Manor at Celery Flats.
 - f. Thursday, February 7, 6:30 p.m., Human Services Board, City Hall Room #1.
 - g. Thursday, February 7, 7:00 p.m., Planning Commission, Council Chambers.
 - h. Monday, February 11, 7:00 p.m., Zoning Board of Appeals, Council Chambers.

N. Materials Transmitted.

Adjournment.

City Council Meeting Summary

January 8, 2013

ACCOUNTS PAYABLE REGISTER

- ◆ Approved the Check Register of January 8, 2013, as presented.

PUBLIC HEARING

- ◆ Approved Rezoning Application #12-01 and rezoned 9136 Shaver Road to B-3, general business.

STATEMENTS OF CITIZENS

- ◆ Phil Stinchcomb, 1607 Bellaire Avenue, objected to the state enabled tax administration fee of 1% of the property tax bill collected as reimbursement for tax administration in lieu of having the six other taxing jurisdictions invoice and collect their own taxes or reimburse the city for their respective pro rata share of the cost of tax administration. He also asked for this to be reevaluated.

REPORTS FROM THE ADMINISTRATION

- ◆ Approved Contract 12-5589 between the Michigan Department of Transportation and the City of Portage concerning funding for street improvements on Mall Drive, from Constitution Boulevard to South Westnedge Avenue; approved an engineering services contract with Abonmarche Consultants, Incorporated, for construction inspection and administration for street improvements on Mall Drive, from Constitution Boulevard to South Westnedge Avenue, in the not to exceed amount of \$39,750; adopted a Resolution authorizing the City Manager to sign Contract 12-5589; and authorized the City Manager to sign all other documents related to the Michigan Department of Transportation and the consultant contracts for this project on behalf of the city.
- ◆ Granted Conditional Approval of the 2010 Census Liquor License, above all others, to the Repertoire Coffee House and Theater, Inc., subject to obtaining necessary permits, approvals and commencement of construction within six months and completion of the restaurant not more than one year after issuance of applicable building permits.
- ◆ Approved the production of an update to "This Place Called Portage: Its Past and Present" by Larry Massie and that donations from area businesses be requested to fund that update.
- ◆ Referred the request from Walter Hansen, on behalf of Lakeview Animal Hospital, to purchase the city-owned Outlot A of Norton's Subdivision – 10244 Portage Road to the City Council Ad Hoc Property Committee for review and recommendation.
- ◆ Received the communication from Jake and Dan Elzinga regarding the property at 732 East Centre Avenue and referred it to the City Administration for determination of city use of the property for any potential public purpose and report back to City Council.

NEW BUSINESS

- ◆ Reappointed Wes Mazurek, Bill Fries, Michael Quinn and Michael Simon and appointed William Brandt and Richard Ford with terms ending January 31, 2014, to Board of Review with the breakout of the two Boards occurring at a later date; appointed Richard Kraas and Roger Stamper with terms ending October 31, 2015, to the Investment Committee; and appointed Effie Kokkinos with unfulfilled term ending October 1, 2013, to the Human Services Board.

BID TABULATION

- ◆ Awarded an engineering services contract to Bergmann Associates of East Lansing, Michigan, for the Romence Road Parkway (Lovers Lane to Portage Road) and Angling Road (West Centre Avenue to Squire Heath Lane) major street reconstruction in the not to exceed amount of \$29,690 and authorized the City Manager to execute all documents related to this contract on behalf of the city.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER

- ◆ Councilmember Campbell, City Manager Evans and Mayor Strazdas highlighted the recent visit by the Harlem Globetrotters to the Millennium Ice Rink for "Basketball on Ice" as the opening event in celebration of the 50th Anniversary of Portage becoming a city.
- ◆ Mayor Pro Tem Reid expressed her appreciation for the Portage City Flags displayed along South Westnedge Avenue and Mayor Strazdas concurred and commented on the history of Portage, the balance mix of residential, commercial and industrial uses and gave credit to the fine stewardship of former City Councils and Administration.

COMPLETE MINUTES OF EACH CITY COUNCIL MEETING ARE AVAILABLE ON THE CITY WEBSITE AT PORTAGEMI.GOV, IN CITY HALL AND IN THE DISTRICT LIBRARY. MINUTES OF CITY BOARDS AND COMMISSIONS ARE AVAILABLE ON REQUEST FROM VARIOUS DEPARTMENTS.

RESOLUTION HONORING

CHRISTINE A. BERRO

WHEREAS, Christine Berro has served the City of Portage and the Portage District Library for the past 32 years as the Adult and Children’s Services Librarian, Head of Youth Services and Library Director; and

WHEREAS, Christine Berro designed the first “Pre-School Room” in a Michigan public library and oversaw the completion of a major expansion and renovation project that led to the Portage Public Library receiving recognition as the outstanding library building of 1996 in *Library Journal*; and

WHEREAS, Christine Berro skillfully managed the establishment of the Portage Library as an independent, self-governed “district library;” and

WHEREAS, Christine Berro is active in professional library associations, has taken on leadership positions in various library committees, is an active advocate and contributor to the overall Portage community, and has received numerous awards and recognitions for her work at the Portage District Library.

NOW, THEREFORE, BE IT RESOLVED that the Mayor, City Council and City Manager of the City of Portage, Michigan, hereby acknowledge the many contributions of Christine A. Berro to the citizens of the City of Portage, and acknowledge these years of faithful and valuable service to this community; and

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

Moved By:

Supported By:

Dated: January 22, 2013



Mayor Peter J. Strazdas

Councilmember Patricia M. Randall

Mayor Pro Tem Claudette S. Reid

Councilmember Edward J. Sackley

Councilmember Elizabeth A. Campbell

Councilmember Terry R. Urban

Councilmember Jim Pearson

City Manager Maurice S. Evans

**MINUTES OF THE SPECIAL MEETING OF THE PORTAGE CITY COUNCIL
OF JANUARY 8, 2013 - BOARDS AND COMMISSION APPLICANTS**

Mayor Peter Strazdas called the meeting to order at 5:33 p.m. The following Councilmembers were present at this meeting: Councilmembers Jim Pearson, Patricia Randall, Ed Sackley and Terry Urban, Mayor Pro Tem Claudette Reid and Mayor Peter Strazdas. Councilmember Elizabeth Campbell arrived at 5:37 p.m. Also present were City Manager Maurice Evans and City Clerk James Hudson.

Council interviewed applicants for the following Boards and Commissions:

- * 5:33-6:37 p.m., Richard Ford, Bill Brandt, Michael Quinn and Wes Mazurek for the Board of Review. Mayor Strazdas summarized the discussion that followed the interviews by indicating that there is a preference for two segments for the Board of Review; that there is a need for more training; that the idea of having an independent lawyer present for the Board of Review needs to be explored, including checking other jurisdictions to see if they have attorneys present during the Board of Review; that there needs to be a recap at the end of the sessions to include a review of the data and a debriefing; and that the data form used by the Board of Review Members needs to be revised to maximize consistency between the segments of the Board and to ensure good checks and balances. Discussion followed and there was a consensus to leave the make-up of the Board of Review at two Boards with three members.
- * 6:38-6:51 p.m., Richard Ford, Robert Soltis and James White for the Zoning Board of Appeals. Discussion followed.
- * 6:52-7:02 p.m., Richard Kraas and Roger Stamper for the Investment Committee. Discussion followed.
- * 7:03 -7:10 p.m., City Council discussed the Human Services Board with Human Services Board Chair Sandra Sheppard. Discussion followed.

ADJOURN: Mayor Strazdas adjourned the meeting at 7:11 p.m.

James R. Hudson, City Clerk

CITY COUNCIL MEETING MINUTES FROM JANUARY 8, 2013

The Regular Meeting was called to order by Mayor Strazdas at 7:30 p.m.

At the request of Mayor Strazdas, Pastor Bill Abernathy of the Berean Baptist Church of Portage gave the invocation and the City Council and the audience recited the Pledge of Allegiance.

The City Clerk called the roll with the following members present: Councilmembers Elizabeth A. Campbell, Jim Pearson, Patricia M. Randall, Edward J. Sackley and Terry R. Urban, Mayor Pro Tem Claudette S. Reid and Mayor Peter J. Strazdas. Also in attendance were City Manager Maurice S. Evans, City Attorney Randy Brown and City Clerk James R. Hudson.

APPROVAL OF MINUTES: Motion by Reid, seconded by Campbell, to approve the December 18, 2012 Regular Meeting Minutes as presented. Upon a voice vote, motion carried 5 to 0 with Councilmember Sackley and Mayor Strazdas abstaining.

* **CONSENT AGENDA:** Mayor Strazdas asked Councilmember Campbell to read the Consent Agenda, and added Item K.1, Appointments to Various Boards and Commissions. Motion by Campbell, seconded by Urban, to approve the Consent Agenda motions as read. Upon a roll call vote, motion carried 7 to 0.

* **APPROVAL OF ACCOUNTS PAYABLE REGISTER OF JANUARY 8, 2013:** Motion by Campbell, seconded by Urban, to approve the Accounts Payable Register of January 8, 2013. Upon a roll call vote, motion carried 7 to 0.

PUBLIC HEARING:

REZONING APPLICATION #12-01 (9136 SHAVER ROAD): Mayor Strazdas opened the public hearing and, at his request, City Manager Maurice Evans explained that this is a rezoning request from I-1, light industrial, to B-3, general business, to help facilitate the redevelopment of the site for a new Mulligans Grill and Sports Bar. He indicated that there has been recent development along the Shaver Road corridor and deferred to Community Development Director Vicki Georgeau, who presented various maps of the area and explained that the rezoning request is consistent with surrounding land uses and zoning patterns, the Comprehensive Plan and the Future Land Use Map. Discussion followed.

Mayor Strazdas opened the public hearing for comment from the public. There being no further comment or discussion, motion by Sackley, seconded by Reid, to close the public hearing. Upon a voice vote, motion carried 7 to 0. Motion by Sackley, seconded by Reid, to approve Rezoning Application #12-01 and rezone 9136 Shaver Road to B-3, general business. Discussion followed. Upon a roll call vote, motion carried 7 to 0.

STATEMENTS OF CITIZENS: Phil Stinchcomb, 1607 Bellaire Avenue, objected to the state enabled tax administration fee of 1% of the property tax bill collected as reimbursement for tax administration in lieu of having the six other taxing jurisdictions invoice and collect their own taxes or reimburse the city for their respective pro rata share of the cost of tax administration. He also asked for this to be reevaluated.

REPORTS FROM THE ADMINISTRATION:

* **MICHIGAN DEPARTMENT OF TRANSPORTATION CONTRACT - MALL DRIVE PROJECT (CONSTITUTION BOULEVARD TO SOUTH WESTNEDGE AVENUE):** Motion by Campbell, seconded by Urban, to approve Contract 12-5589 between the Michigan Department of Transportation and the City of Portage concerning funding for street improvements on Mall Drive, from Constitution Boulevard to South Westnedge Avenue; approve an engineering services contract with Abonmarche Consultants, Incorporated, for construction inspection and administration for street improvements on Mall Drive, from Constitution Boulevard to South Westnedge Avenue, in the not to exceed amount of \$39,750; adopt a Resolution authorizing the City Manager to sign Contract 12-5589; and authorize the City Manager to sign all other documents related to the Michigan Department of Transportation and the consultant contracts for this project on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

* **2010 CENSUS LIQUOR LICENSE – CONSIDERATION OF CONDITIONAL APPROVAL FOR THE REPERTOIRE COFFEE HOUSE AND THEATER, INC.:** Motion by Campbell, seconded by Urban, to grant Conditional Approval of the 2010 Census Liquor License, above all others, to the Repertoire Coffee House and Theater, Inc., subject to obtaining necessary permits, approvals and commencement of construction within six months and completion of the restaurant not more than one year after issuance of applicable building permits. Upon a roll call vote, motion carried 7 to 0.

* **COMMEMORATIVE 50TH ANNIVERSARY COFFEE TABLE BOOK:** Motion by Campbell, seconded by Urban, to approve the production of an update to “This Place Called Portage: Its Past and Present” by Larry Massie and that donations from area businesses be requested to fund that update. Upon a roll call vote, motion carried 7 to 0.

* **OUTLOT A OF NORTON’S SUBDIVISION – 10244 PORTAGE ROAD:** Motion by Campbell, seconded by Urban, to refer the request from Walter Hansen, on behalf of Lakeview Animal Hospital, to purchase the city-owned Outlot A of Norton’s Subdivision – 10244 Portage Road to the City Council Ad Hoc Property Committee for review and recommendation. Upon a roll call vote, motion carried 7 to 0.

732 EAST CENTRE AVENUE (ELZINGA): Mayor Strazdas introduced the item and deferred to City Manager Evans, who explained the recommendation here is to refer the matter to the Administration for a report to be presented to the Property Committee for consideration of whether the City wants to be involved in this property or not as a question to be posed to City Council. Discussion followed.

Councilmember Campbell opposed presenting the matter to the Property Committee as prior submissions to the Committee had a clear public purpose. She pointed out that this matter closely represents “speculation” which is outside the purview of City Council. She restated that she is in favor of referring the matter to the Administration for a review, but emphasized it is not appropriate to present it to the Property Committee. Councilmember Sackley concurred.

Motion by Sackley, seconded by Campbell, to receive the communication from Jake and Dan Elzinga regarding the property at 732 East Centre Avenue and referred it to the City Administration for determination of city use of the property for any potential public purpose and report back to City Council. Discussion followed. Upon a roll call vote, motion carried 7 to 0.

* **MINUTES OF BOARDS AND COMMISSIONS:** City Council received the minutes for the following boards and commissions:

Portage Environmental Board of November 14, 2012.

Portage Public Schools Board of Education Regular Business of November 19 and Special of November 27, 2012.

NEW BUSINESS:

* **APPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS:** Motion by Campbell, seconded by Urban, to reappoint Wes Mazurek, Bill Fries, Michael Quinn and Michael Simon and appoint William Brandt and Richard Ford with terms ending January 31, 2014, to Board of Review with the breakout of the two Boards occurring at a later date; appoint Richard Kraas and Roger Stamper with terms ending October 31, 2015, to the Investment Committee; and appoint Effie Kokkinos with unfulfilled term ending October 1, 2013, to the Human Services Board. Upon a roll call vote, motion carried 7 to 0.

BID TABULATION:

* **ROMENCE ROAD PARKWAY/ANGLING ROAD ENGINEERING CONSULTANT PROPOSALS:** Motion by Campbell, seconded by Urban, to award an engineering services contract to Bergmann Associates of East Lansing, Michigan, for the Romence Road Parkway (Lovers Lane to Portage Road) and Angling Road (West Centre Avenue to Squire Heath Lane) major street reconstruction in the not to exceed amount of \$29,690 and authorize the City Manager to execute all documents related to this contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

OTHER CITY MATTERS:

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Campbell, City Manager Evans and Mayor Strazdas highlighted the recent visit by the Harlem Globetrotters to the Millennium Ice Rink for "Basketball on Ice" as the opening event in celebration of the 50th Anniversary of Portage becoming a city.

Mayor Pro Tem Reid expressed her appreciation for the Portage City Flags displayed along South Westnedge Avenue and Mayor Strazdas concurred and commented on the history of Portage, the balance mix of residential, commercial and industrial uses and gave credit to the fine stewardship of former City Councils and Administration.

ADJOURNMENT: Mayor Strazdas adjourned the meeting at 7:59 p.m.

James R. Hudson, City Clerk

*Indicates items included on the Consent Agenda.



TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager

SUBJECT: Accounts Payable Register

SUPPORTING PERSONNEL: Daniel Foecking, Director of Finance

ACTION RECOMMENDED: That City Council approve the Accounts Payable Register of January 22, 2013 as presented.

EXECUTIVE SUMMARY:

Bi-monthly the City Council reviews and approves the Accounts Payable Register that includes checks issued to vendors and the electronic funds transfer register. The time period noted totals \$416,440.93 for 122 checks issued to vendors and \$23,961.28 for sixteen electronic transfers for a total of \$440,402.21.

BACKGROUND INFORMATION:

Attached please find the Account Payable Register for the period December 30, 2012 through January 13, 2013, which is recommended for approval.

FUNDING: N/A

Attachments: Accounts Payable Register

BANK CODE

ALL

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
01/04/2013	283624	A P C O INTERNATIONAL	1491	92.00
01/04/2013	283625	A S C A P	1134	327.00
01/04/2013	283626	AT&T	849	4,126.13
01/04/2013	283627	AASHIO	999999	151.00
01/04/2013	283628	ADVANTAGE PROPERTY RENOVATIONS	4837	3,000.00
01/04/2013	283629	ALL-PHASE ELECTRIC SUPPLY CO.	108	122.44
01/04/2013	283630	ALLEGRA PRINT & IMAGING	533	7,327.52
01/04/2013	283631	APOLLO FIRE EQUIPMENT COMPANY	1253	90.96
01/04/2013	283632	AQUATIC SERVICES, INC	744	1,770.00
01/04/2013	283633	TODD ARBANAS ENTERPRISES INC.	1704	730.00
01/04/2013	283634	ADP, INC.	3305	1,809.17
01/04/2013	283635	BAILEY CONTRACTORS INC., ROBER	771	3,000.00
01/04/2013	283636	BESCO WATER TREATMENT, INC.	3339	470.00
01/04/2013	283637	BORGESS HEALTH ALLIANCE	151	24.25
01/04/2013	283638	BRONSON HEALTHCARE GROUP	4813	500.00
01/04/2013	283639	C & E CONSTRUCTION	4631	885.45
01/04/2013	283640	CAMPBELL AUTO SUPPLY	437	19.95
01/04/2013	283641	CHARTER COMMUNICATIONS	3080	106.56
01/04/2013	283642	CITIZENS BANK	999999	144.05
01/04/2013	283643	CITIZENS REPUBLIC BANCORP	999999	64.13
01/04/2013	283644	CITY OF KALAMAZOO (PUBLIC SAF)	1560	909.28
01/04/2013	283645	CITY OF KALAMAZOO (TRANS MILLA	4649	1,586.29
01/04/2013	283646	CITY OF KALAMAZOO TREASURER	540	232,676.03
01/04/2013	283647	CITY OF PORTAGE	177	188.75
01/04/2013	283648	CITY OF PORTAGE	177	76.33
01/04/2013	283649	COMSTOCK PUBLIC SCHOOLS	1671	5,601.82
01/04/2013	283650	CONSUMERS ENERGY-BILL PMT CNT	189	11.85
01/04/2013	283651	CORELOGIC REAL ESTATE TAX SERV	999999	4,532.19
01/04/2013	283652	CORELOGIC REAL ESTATE TAX SERV	999999	1,564.99
01/04/2013	283653	CROSSROADS CAR WASH	195	246.00
01/04/2013	283654	DENNY'S SAW CRIB	689	143.09
01/04/2013	283655	DEWITT BARRELS	1296	1,050.00
01/04/2013	283656	JACK DOHENY SUPPLIES INC.	69	558.58
01/04/2013	283657	DRIESENGA & ASSOCIATES, INC.	3277	4,812.92
01/04/2013	283658	EMERGENCY VEHICLE PRODUCTS	2948	150.43
01/04/2013	283659	FADER EQUIPMENT, INC.	688	95.20
01/04/2013	283660	GALL'S, AN ARAMARK COMPANY	25	264.09
01/04/2013	283661	GARVEY, LYNELLE	999999	150.00
01/04/2013	283662	SUZANNE GERNAAT	4673	120.00
01/04/2013	283663	GORDON FOOD SERVICE	502	15.48
01/04/2013	283664	GORNO FORD	2967	25,817.00
01/04/2013	283665	GRAHAM FORESTRY SERVICE, INC.	464	1,800.00
01/04/2013	283666	THOMAS L GRAVELLE	4116	3,854.00
01/04/2013	283667	GREATER KALAMAZOO FOP LODGE 98	623	2,800.92
01/04/2013	283668	GREATER KALAMAZOO FOP LODGE 98	623	549.20
01/04/2013	283669	GREATER KALAMAZOO UNITED WAY	628	1,040.78
01/04/2013	283670	GREENSTONE FARM CREDIT SERVICE	999999	4,160.30
01/04/2013	283671	GRIFFIN PEST CONTROL, INC.	598	50.00
01/04/2013	283672	HALT FIRE, INC.	4781	3,790.14
01/04/2013	283673	HOCKEY SERVICES	2898	519.00
01/04/2013	283674	HOME DEPOT	691	462.88

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
01/04/2013	283675	ICEMANN ARENA INC	4342	169.70
01/04/2013	283676	IERVOLINA, SUSAN	2074	96.00
01/04/2013	283677	INT'L PERSONNEL MGMT ASSOC	1048	349.71
01/04/2013	283678	INTERNATIONAL CODE COUNCIL, IN	3244	125.00
01/04/2013	283679	INVESTMENT ASSETS MGT	999999	2,100.00
01/04/2013	283680	IP CONSULTING, INC.	4642	616.58
01/04/2013	283681	JONS TO GO PORTABLE RESTROOM	3201	75.00
01/04/2013	283682	KALAMAZOO COUNTY TREASURER	514	520.00
01/04/2013	283683	KALAMAZOO COUNTY TREASURER	1117	210.00
01/04/2013	283684	KALAMAZOO FLAG COMPANY	4787	2,450.00
01/04/2013	283685	KELLY RADIATOR & AUTO REPAIR	4591	1,618.59
01/04/2013	283686	KZOO TIRE COMPANY	564	1,176.00
01/04/2013	283687	LERETA, LLC	999999	834.20
01/04/2013	283688	LEWIS PAPER PLACE, INC.	242	23.10
01/04/2013	283689	LONG LAKE LAKE BOARD	1720	4,752.00
01/04/2013	283690	LOWE'S HOME CENTER	2630	71.82
01/04/2013	283691	MATERIALS RESOURCES	3775	962.82
01/04/2013	283692	MAURER'S TEXTILE RENTAL SERVIC	4746	160.83
01/04/2013	283693	MENARD'S (WEST MAIN)	4696	1,445.90
01/04/2013	283694	MI MUNICIPAL TREAS ASSOC	999999	50.00
01/04/2013	283695	MICHIGAN ELECTION RESOURCES, L	264	1,363.51
01/04/2013	283696	MICHIGAN FIRE INSPECTOR'S SOCI	3525	300.00
01/04/2013	283697	MICHIGAN POLICE EQUIPMENT CO.	269	120.00
01/04/2013	283698	MID-AMERICA APPRAISAL CO.	3523	175.00
01/04/2013	283699	MIDWEST ENERGY COOPERATIVE	2030	234.20
01/04/2013	283700	MILLS, WILLIAM	999999	100.00
01/04/2013	283701	MOORE, LARRY	532	182.19
01/04/2013	283702	MULDERS LANDSCAPE SUPPLIES INC	286	16,834.00
01/04/2013	283703	NEW FRESH CLEANING SERVICE	4351	247.50
01/04/2013	283704	NEXTEL	1709	14.46
01/04/2013	283705	NICKELS BAKERY	999999	69.71
01/04/2013	283706	NORTHPOINTE BANK	999999	627.66
01/04/2013	283707	O'BOYLE-COLWELL-BLALOCK & AS.	860	1,902.08
01/04/2013	283708	OFFICE DEPOT, INC.	1721	689.07
01/04/2013	283709	PFIZER	999999	32.35
01/04/2013	283710	PORTAGE FIREFIGHTERS	625	1,440.32
01/04/2013	283711	PORTAGE ON-CALL FIREFIGHTERS	504	299.69
01/04/2013	283712	POSTMAN INC., THE	4790	225.00
01/04/2013	283713	POWERPHONE, INC	608	.00
01/04/2013	283714	PRINTEK, INC.	4711	166.83
01/04/2013	283715	PROFESSIONAL TREE SERVICE, INC	321	3,900.00
01/04/2013	283716	RATHCO SAFETY SUPPLY, INC.	327	1,686.80
01/04/2013	283717	RIDGE AUTO NAPA	438	13.54
01/04/2013	283718	RIETH-RILEY CONSTRUCTION CO.,	4386	400.10
01/04/2013	283719	SHARP SHOP	354	70.00
01/04/2013	283720	SIMMONS FORD	2064	3,945.60
01/04/2013	283721	SKILLQUEST INTERNATIONAL LLC	456	40.00
01/04/2013	283722	SOUTHWEST MICHIGAN GOV CONSULT	4484	2,862.50
01/04/2013	283723	SPEAK IT FORWARD INC	999999	5,000.00
01/04/2013	283724	STATE OF MICHIGAN (DOT)	368	2,156.90
01/04/2013	283725	STATE SYSTEMS RADIO, INC	369	616.00

CHECK DATE	CHECK NUMBER	VENDOR NAME	VENDOR #	CHECK AMOUNT
01/04/2013	283726	STEENSMA LAWN & POWER EQUIPMEN	3222	5,194.89
01/04/2013	283727	SUPERIOR ASPHALT, INC.	4183	1,450.00
01/04/2013	283728	JOHANNA THOMPSON	4682	3,250.54
01/04/2013	283729	THOMPSON, PATTI	532	320.00
01/04/2013	283730	TOY BOX STORAGE	3208	3,909.96
01/04/2013	283731	TRACTOR SUPPLY CORP.	2817	278.09
01/04/2013	283732	U S POSTMASTER	392	2,135.00
01/04/2013	283733	UNITED PARCEL SERVICE	545	44.57
01/04/2013	283734	VANGUARD FIRE & SUPPLY CO., IN	3996	391.00
01/04/2013	283735	VERIZON WIRELESS SERVICES, LLC	4653	989.06
01/04/2013	283736	W MICH CRIMINAL JUSTICE TRAINI	4788	1,723.54
01/04/2013	283737	WASHCO, LLC	1104	1,640.00
01/04/2013	283738	WELLS FARGO REAL ESTATE TAX SV	999999	2,085.02
01/04/2013	283739	WINDEMULLER ELECTRIC, INC.	3061	814.71
01/04/2013	283740	WOLVERINE POWER SYSTEMS	4322	1,066.60
01/04/2013	283741	ZOLL DATA SYSTEMS, INC.	4709	750.00
01/04/2013	283742	57TH DISTRICT COURT	999999	350.00
01/11/2013	283743	HOPE HEALTH	3890	316.74
01/11/2013	283744	PARENT TO PARENT OF SWMI	999999	55.00
01/11/2013	283745	VANDENBERG FURNITURE	3635	1,796.00

DATE RANGE TOTAL * 416,440.93 *

PAYMENT VENDOR		TRANSFER		TRACE		EFT		BANK	
NO	VENDOR NO NAME	DATE	AMOUNT	NUMBER	BATCH	NUMBER	BATCH	NUMBER	CODE
1660	ANDRUS TRAVEL, GAIL	01/04/2013	1,435.00	072000320000001	0000001	00	00	00	00
1661	CONTINENTAL LINEN SUPPLY CO.	01/04/2013	153.42	072000320000002	0000001	00	00	00	00
1662	ENGINEERED PROTECTION SYSTEMS, INC.	01/04/2013	97.00	072000320000003	0000001	00	00	00	00
1663	ENTENMANN-ROVIN CO.	01/04/2013	88.02	072000320000004	0000001	00	00	00	00
1664	GREAT LAKES CHLORIDE, INC.	01/04/2013	4,735.52	072000320000005	0000001	00	00	00	00
1665	J B PRINTING COMPANY	01/04/2013	994.50	072000320000006	0000001	00	00	00	00
1666	KEHOE, EDWARD J	01/04/2013	180.00	072000320000007	0000001	00	00	00	00
1667	KNAPP ENERGY, INC.	01/04/2013	9,911.04	072000320000008	0000001	00	00	00	00
1668	MICROSYSTEMS, INC.	01/04/2013	383.28	072000320000009	0000001	00	00	00	00
1669	MORRIS, JOY E	01/04/2013	126.00	072000320000010	0000001	00	00	00	00
1670	PORTAGE POLICE OFFICERS ASSOC	01/04/2013	1,671.78	072000320000011	0000001	00	00	00	00
1671	PRECISION PRINTER SERVICES INC	01/04/2013	655.15	072000320000012	0000001	00	00	00	00
1672	PREIN & NEWHOF	01/04/2013	100.00	072000320000013	0000001	00	00	00	00
1673	ROAD EQUIPMENT PARTS CENTER	01/04/2013	251.81	072000320000014	0000001	00	00	00	00
1674	U A W LOCAL 2290	01/04/2013	499.81	072000320000015	0000001	00	00	00	00
1675	360 SERVICES, INC.	01/04/2013	2,678.95	072000320000016	0000001	00	00	00	00

GRAND TOTAL:

23,961.28 NO. OF CHECKS:

16

TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager 

SUBJECT: Stryker Corporation, PA 198 Tax Abatement

SUPPORTING PERSONNEL: Victoria Georgeau, Director of Community Development

ACTION RECOMMENDED: That City Council adopt Resolution No. 3-13 setting a public hearing on the issuance of the Industrial Facilities Exemption Certificate for the Stryker Corporation for real and personal property in the estimated amount of \$5.64 million at 4100 East Milham Avenue, Industrial District No. 63, for February 12, 2013.

EXECUTIVE SUMMARY:

City Council has an economic development goal to “*demonstrate a commitment to quality economic growth and development.*” Consistent with this goal, Council adopted a “PA 198 Tax Abatement Policy” to assist corporations with the application process filed under the provisions of this Act. In accordance with this Policy, Stryker Corporation has filed an Act 198 application for an Industrial Facilities Exemption Certificate in the amount of \$5.64 million that includes \$4.59 million for building improvements and \$1.05 million for machinery and equipment for Research & Development activities within the facility at 4100 East Milham Avenue. This facility is located in Industrial District No. 63. The major building addition that will be constructed with this project will be an 8,270 square foot mezzanine. Stryker anticipates 18 new jobs with an average salary of \$60,000 will be created as a result of this investment. Further, this project also allows the company to accommodate 18 employees that were hired since July 2012. Stryker is seeking the maximum abatement period as outlined in Council’s Policy of six years on real property and three years on personal property.

BACKGROUND INFORMATION:

Stryker Corporation has submitted a PA 198 Tax Abatement application for \$5.64 million in building improvements, together with machinery and equipment that involves the construction of a new 8,720 square foot mezzanine situated within the existing building located at 4100 East Milham Avenue. Eighteen jobs have been created, and an additional 18 new jobs are anticipated within two years as a result of the research and development project. The project is located within the boundaries of existing Industrial Development District No. 63, which was established by City Council in 1991.

The process to receive a tax abatement is initiated with the filing of a request to establish or expand an industrial development district. Pursuant to the established City Council Industrial Tax Abatement Policy, the maximum abatement period available is six years on real property and three

years on personal property. The City Council first holds a public hearing on the application to expand the district. The second step in the process involves the submission of the application for the industrial facilities exemption certificate. As required by the state since 1994, the city may approve a new industrial facilities exemption certificate with a written agreement between the city and the owner of the industrial facility, which must be formally filed with the Michigan Department of Treasury. Also, the State Tax Commission (STC) requires an affidavit, executed by the local unit of government and the applicant, which states that there are no additional payments or similar charges other than the required application fee. The tax abatement agreement is considered by the Council when the industrial facilities exemption certificate is reviewed and will incorporate provisions related to the jobs created or retained, the facility to be constructed and related issues. The necessary affidavit regarding fees will also be considered. The tax abatement procedure concludes when, within 60 days of the date of filing, City Council approves the resolution approving the application for an industrial facilities exemption certificate. The application materials for the certificate and related information are forwarded to the STC and the agreement is submitted to the Department of Treasury. If City Council adopts a resolution disapproving the application for the certificate, the applicant may still proceed and file the application with the STC, which renders final approval or disapproval of the industrial facilities exemption certificate.

PA 198 has also been amended to permit an eligible industry which received an abatement after December 31, 1995, for a period shorter than the maximum 12 years, to apply for another industrial facilities exemption certificate. Per the State Tax Commission and the statute, the local jurisdiction must permit, by resolution, the additional certificate application and the application must be submitted by the applicant within the final year in which the original certificate is effective. If the local jurisdiction disapproves an application, then the applicant has no right of appeal. The total period of the tax abatement cannot exceed the maximum 12 years established by the statute.

Preliminary Environmental Analysis

A preliminary planning and environmental investigation of the proposed industrial activity has been completed. Water and sewer services are available and the facility is connected to these municipal facilities. All state and federal regulations pertaining to hazardous material handling, storage and disposal will be met. The company facility is situated within the Sprinkle Road Industrial Corridor that is identified for continued industrial development in the City of Portage Comprehensive Plan.

Project Impact Analysis

A project impact analysis has been prepared for the project. As noted in the impact analysis, the proposed investment consists of \$4,590,937 of real property and \$1,051,770 of personal property. Assumptions utilized in the analysis are detailed on page one of the attached report. Sample calculations are included on the following pages and a summary table organizes the results of these calculations for City Council reference.

Through the analysis, and consistent with the adopted policy of the City Council, with a six-year

50 percent abatement of real property and a three-year 50 percent abatement of personal property, the proposed project will result in cumulative revenue to the city of \$234,976 over the twenty years of the impact analysis. The direct General Fund abatement cost to the city varies between \$10,403 for the first year and \$8,608 for the sixth year. The General Fund total abatement cost to the city is estimated at \$56,382. With the 18 new jobs anticipated, the development would generate an estimated \$1,267,200 of additional economic benefits to the community. As additional information, a table has been provided that estimates taxes to be garnered by other taxing units for a 20-year period due to the development project and investment by the applicant.

Property Tax Analysis

An estimate of property taxes has also been prepared. With no abatement and the property taxed at the full 57.08 mill rate and personal property taxed at the reduced manufacturer rate of 32.84 mills, the estimated annual taxes generated for all taxing units would total \$826,112. If the application for a six-year real and three-year personal property tax abatement is approved, the foregone revenue for all local units of government would total \$371,440: The City of Portage would forego a total of \$84,574; Portage District Library would forego \$11,243; Kalamazoo County would forego \$50,638; KRESA would forego \$36,479; and KVCC would annually forego \$21,089. Portage Public Schools revenue is subject to the 1994/95 school aid legislation and is largely provided by the State. The total tax abatement valuation percentage approved by the Council with the inclusion of this application would equal 2.52 percent. This figure reflects the active industrial tax abatements that have been approved by the Council as a percentage of the total city State Equalized Value.

Conclusion

The application is consistent with the adopted industrial tax abatement policy and the building improvements are located within the existing building and Industrial Development District boundaries. Also, the facility is connected to municipal utilities and is situated within an industrial area that is in conformance with the Comprehensive Plan.

FUNDING: Not applicable

Attachments: PA 198 application from Stryker Corporation
Project Impact Analysis
Resolution 3-13

4100 E. Milham Avenue
Kalamazoo, MI 49001
t: 269 323 7700
www.stryker.com



January 11, 2013

Honorable Mayor Peter J. Strazdas and City Council
City of Portage
7900 South Westnedge Avenue
Portage, MI 49002

Dear Honorable Mayor Strazdas and City Council:

Stryker Corporation, a Michigan-based medical technology company, is continually looking for ways to strengthen its position as a market leader. One way we achieve this goal is through targeted investments in research and development and capital equipment, and we have continued these investments despite a struggling economy. We are currently in the process of renovating our R&D facility located at 4100 E. Milham Ave, and acquiring new machinery, equipment, furniture and fixtures. The building modifications and personal property will allow Stryker to remain competitive in the marketplace and to better handle our R&D needs. Stryker currently has 662 employees working at 4100 E. Milham Ave.

We respectfully request that the City of Portage grant approval of the attached request for tax abatement on a proposed addition at 4100 E. Milham Ave of an 8,720 square foot mezzanine, as well as an investment in capital equipment, totaling \$5,642,707. The additional space and equipment allows Stryker to accommodate the 18 employees hired since July 2012. We also anticipate adding an additional 18 new jobs with an average salary of \$60,000/year.

The combination of a proposed 8,720 square foot mezzanine in the building's existing footprint (Industrial Development District 63), with an infusion of millions of dollars of fresh capital equipment, will result in a state of the art R&D innovation and collaboration center. Some supporting information with regard to Stryker's positive role in the city is as follows:

In 2006, the City of Portage granted the Instruments division of Stryker Corporation Abatement #2006-264 for 6300 Sprinkle Road, #2006-490 for 4100 E. Milham Ave, and #2006-583 for 6201 Sprinkle Rd. In 2009, the Instruments division was granted additional abatement #2009-278 for 6300 Sprinkle Rd. For these four abatements, Stryker Instruments projected adding a total of 112 jobs, and retaining 750 jobs. We are pleased to report that as of June 29, 2012, all 750 jobs have been retained, and we've added 365 new jobs (253 more than originally projected).

Summary of Current Abatements - Instruments (Division of Stryker Corporation)

Employment Results – Abatement 2006-264, 2006-490, 2006-583, and 2009-278

	<u>Abatement Specifications</u>	<u>June 29, 2012 Actual</u>	<u>Headcount above Abatement Specifications</u>
Jobs Retained	750	750	-
Jobs Created over next 2 years	112	365	253
Total Site Employment	862	1,115	253

Although Stryker Instruments has four property tax abatements in place, the Instruments division still paid \$1,233,000 for 2011 real and personal property taxes.

Application for Industrial Facilities Tax Exemption Certificate

Contents:

- Detailed request for exemption
- Form 1012 Application for Industrial Facilities Tax Exemption Certificate
- Project financial details
- Project diagram
- Existing Industrial Development District 63
- Notarized statement indicating no environmental issues
- 3D pictures of the collaboration space and engineering workstations

Detailed request for exemption

Stryker requests that the commission actively participate in job growth in Portage, and in Michigan, by abating the real property taxes for six years and the personal property taxes for three years, on the attached mezzanine level addition and capital equipment.

Despite the current state of economic uncertainty, Stryker will continue to focus on new ways to create business growth through capital investment. This proposed expansion of our research and development facilities will stimulate both sales growth and employment without increasing our existing footprint. Consider that in our last four abatement applications in tax years 2006-2009,

we agreed to create 112 new positions in addition to retaining 750 jobs. Presently, Stryker has not only managed to retain all of the agreed upon 750 jobs, but has added 365 new jobs – over 250 more than originally projected. As such, we are now faced with having to renovate our existing manufacturing site to accommodate these new hires.

Based on the support we received from the Portage Community Development team in the past, Stryker acknowledges that Portage is pro-growth with regard to R&D and product innovation. This growth has allowed Stryker's Instruments division to continue to reinvest in the community and add new jobs both locally and throughout the state.

Our application indicates that Stryker will add 18 additional positions. These positions will include test engineers, prototype technicians, advanced manufacturing approvals engineers, etc. As you might expect, the projected wages of this group will vary, but on average will be \$60,000 annually. While Stryker hopes that employment growth will far exceed expectations as in the recent past, the preference is to be conservative with regard to what is promised in these applications.

Stryker is an innovative medical technology manufacturer that would like to add to its continued success in the global market by expanding in Portage, Michigan. Stryker Corporation – Instruments division is in compliance with all applicable environmental requirements and is not under any enforcement action by the Michigan Department of Environmental Quality or the US Environmental Protection Agency. Stryker does not desire any additional service requirements from the city; rather, the company hopes to partner with the city through the abatement process to increase its employment and tax base in this city.

Respectfully,



Scott Hunter
Vice President/CFO
Stryker Instruments

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date received by Local Unit <i>December 21, 2012</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Stryker Corporation		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 3845	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 4100 East Milham Avenue, Portage, MI 49002-9704		1d. City/Township/Village (indicate which) Portage	1e. County Kalamazoo
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located Portage	3b. School Code 39140
4. Amount of years requested for exemption (1-12 Years) 3 years for personal property, 6 years for real property			

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

The space within the existing building will be remodeled and reconfigured to add 8,720 square feet and meet the needs of 36 new development and R&D team members. The space includes a new testing lab, environmental chamber, sound room, and product testing cells. Please see attached.

6a. Cost of land and building improvements (excluding cost of land).....	▶ \$4,590,937.00
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	
6b. Cost of machinery, equipment, furniture and fixtures.....	▶ \$1,051,770.00
* Attach itemized listing with month, day and year of beginning of installation, plus total	
6c. Total Project Costs.....	▶ \$5,642,707.00
* Round Costs to Nearest Dollar	
Total of Real & Personal Costs	

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	Begin Date (M/D/Y)	End Date (M/D/Y)	
Real Property Improvements ▶	<u>6/25/12</u>	<u>3/15/13</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased
Personal Property Improvements ▶	<u>7/23/12</u>	<u>3/15/13</u>	▶ <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project. **18** 10. No. of new jobs at this facility expected to create within 2 years of completion. **18**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	_____
b. TV of Personal Property (excluding inventory)	_____
c. Total TV	_____

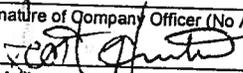
12a. Check the type of District the facility is located in:
 Industrial Development District Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) **7/16/91** 12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Dan Przano	13b. Telephone Number (269) 389-3404	13c. Fax Number	13d. E-mail Address Dan.Przano@Stryker.com
14a. Name of Contact Person Dan Przano	14b. Telephone Number (269) 389-3404	14c. Fax Number	14d. E-mail Address Dan.Przano@Stryker.com
▶ 15a. Name of Company Officer (No Authorized Agents) Scott Hunter			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number	15d. Date 12/2/12
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 4100 East Milham Avenue, Portage, MI 49002-9704		15f. Telephone Number (269) 389-7319	15g. E-mail Address Scott.Hunter@Stryker.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal

<u>Project Name</u>	<u>Real Property</u>	<u>FFE</u>	<u>Increase in Kalamazoo Headcount from start of project to present (Jobs Retained)</u>	<u>Future Kalamazoo Headcount Increase</u>	<u>Average Salary</u>	<u>Building permit received</u>	<u>Date Construction to Begin</u>	<u>Construction to be Completed</u>	<u>Date</u>
Project A	2,846,333	312,999	16	10	\$ 60,000	9/28/2012	10/23/2012	3/15/2013	
Project T	1,744,604	738,771	2	8	\$ 60,000	7/17/2012	7/23/2012	11/30/2012	
Total	4,590,937	1,051,770	18	18					

Total request for abatement 5,642,707

Summary of Current Abatelements

Abatement #2006-269,490,583

Abatement # 2009-078

Employment Results

	<u>Abatement</u> <u>Specifications</u>	<u>June 29, 2012</u> <u>Actual</u>	<u>Headcount</u> <u>above Abatement</u> <u>Specifications</u>
Jobs Retained	750	750	-
Jobs Created over next 2 years	112	365	253
Total Site Employment	862	1,115	253

Building Facility Project Cost - PROJECT A

		COST	START DATE	COMPLETION DATE
Real Property Cost				
Facility Construction Cost				
Construction				
General Conditions		32,743.00	10/23/2012	3/15/2013
Concrete		114,250.00	10/23/2012	3/15/2013
Masonry		104,631.00	10/23/2012	3/15/2013
Structural Steel		253,800.00	10/23/2012	3/15/2013
Carpentry		411,657.00	10/23/2012	3/15/2013
Thermal and Moisture Protection		19,000.00	10/23/2012	3/15/2013
Doors, Frames and Hardware		49,000.00	10/23/2012	3/15/2013
Finishes		219,058.00	10/23/2012	3/15/2013
Mechanical		923,799.00	10/23/2012	3/15/2013
Electrical		602,107.00	10/23/2012	3/15/2013
Construction Manager Fee / Misc.		116,288.00		
	subtotal	2,846,333.00		
Personal Property Cost				
Machinery and Equipment				
Security System	Installation and infrastructure for door access/card readers at 6 doors	37,000.00	10/23/2012	3/15/2013
IT/A/V Equipment	2 projectors, 2 screens, 10 flat screen monitors, speakers, polycom audio equipment all dedicated to support R & D activities	196,100.00	10/23/2012	3/15/2013
Compressed Air Fit-up, Fabrication	30 compressed air drops 12 workbenches, 54 tool storage cabinets, 18 Electrical engineering work benches	35,000.00	10/23/2012	3/15/2013
Work Benches and Tool Storage Cabinets		44,899.00	10/23/2012	3/15/2013
	subtotal	312,999.00		
	PROJECT TOTAL	3,159,332.00	10/23/2012	3/15/2013

Building Facility Project Cost - PROJECT T

		COST	START DATE	COMPLETION DATE
Real Property Cost				
Facility Construction Cost				
Construction				
General Conditions		25,752.00	6/25/2012	11/30/2012
Concrete		48,012.00	7/23/2012	11/30/2012
Masonry		40,817.00	7/23/2012	11/30/2012
Structural Steel		0.00	7/23/2012	11/30/2012
Carpentry		154,446.00	7/23/2012	11/30/2012
Thermal and Moisture Protection		13,000.00	7/23/2012	11/30/2012
Doors, Frames and Hardware		77,014.00	7/23/2012	11/30/2012
Finishes		151,509.00	7/23/2012	11/30/2012
Mechanical		703,313.00	7/23/2012	11/30/2012
Electrical - Project T		512,162.00	7/23/2012	11/30/2012
Electrical - R&D Collaboration Space		18,579.42	7/23/2012	11/30/2012
	subtotal	1,744,604.42		
Personal Property Cost				
Machinery and Equipment				
Security System	Installation and infrastructure for door access/card readers at 6 doors	37,192.24	7/23/2012	11/30/2012
IT - Project T	Added switch and ports, cabling and data drops for multiple engineering workstations	120,436.86	7/23/2012	11/30/2012
IT - Collaboration Space	Added switch and ports, cabling and data drops for 22 areas	39,891.67	11/1/2012	12/30/2012
Appliances	4 lab grade refrigerators, alarmed	39,591.74	7/23/2012	11/30/2012
Specialty Equipment	1 sound chamber, 1 Thermotron Environmental chamber	284,508.62	7/23/2012	11/30/2012
Compressed Air Fit-up, Fabrication	28 compressed air drops	27,594.24	7/23/2012	11/30/2012
Crib Fencing	114 lineal feet fencing, 2 service doors, 1 rolling door	19,195.99	11/5/2012	11/30/2012
Work Benches and Tool Storage Cabinets	12 workbenches, 54 tool storage cabinets, 18 Electrical engineering work benches	170,359.64	8/1/2012	11/29/2012
	subtotal	738,771.00		
	TOTAL	738,771.00		
	PROJECT TOTAL	2,483,375.42	6/25/2012	11/30/2012

4100 E. Milham Avenue
Kalamazoo, MI 49001
t: 269 323 7700
www.stryker.com

stryker

Instruments

December 20, 2012

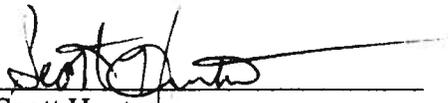
City of Portage
7900 South Westnedge Avenue
Portage, MI 49002

RE: Notarized statement regarding environmental matters – PA 198 Application

To Whom it May Concern:

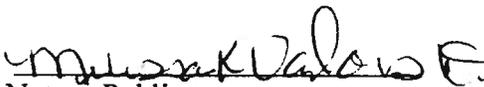
Stryker Corporation – Instruments Division is in compliance with applicable environmental requirements and is not under any enforcement action by the Michigan Department of Environmental Quality or the U.S. Environmental Protection Agency.

Regards,



Scott Hunter
Vice President/CFO
Stryker Instruments

Subscribed and sworn before me on December 20 2012

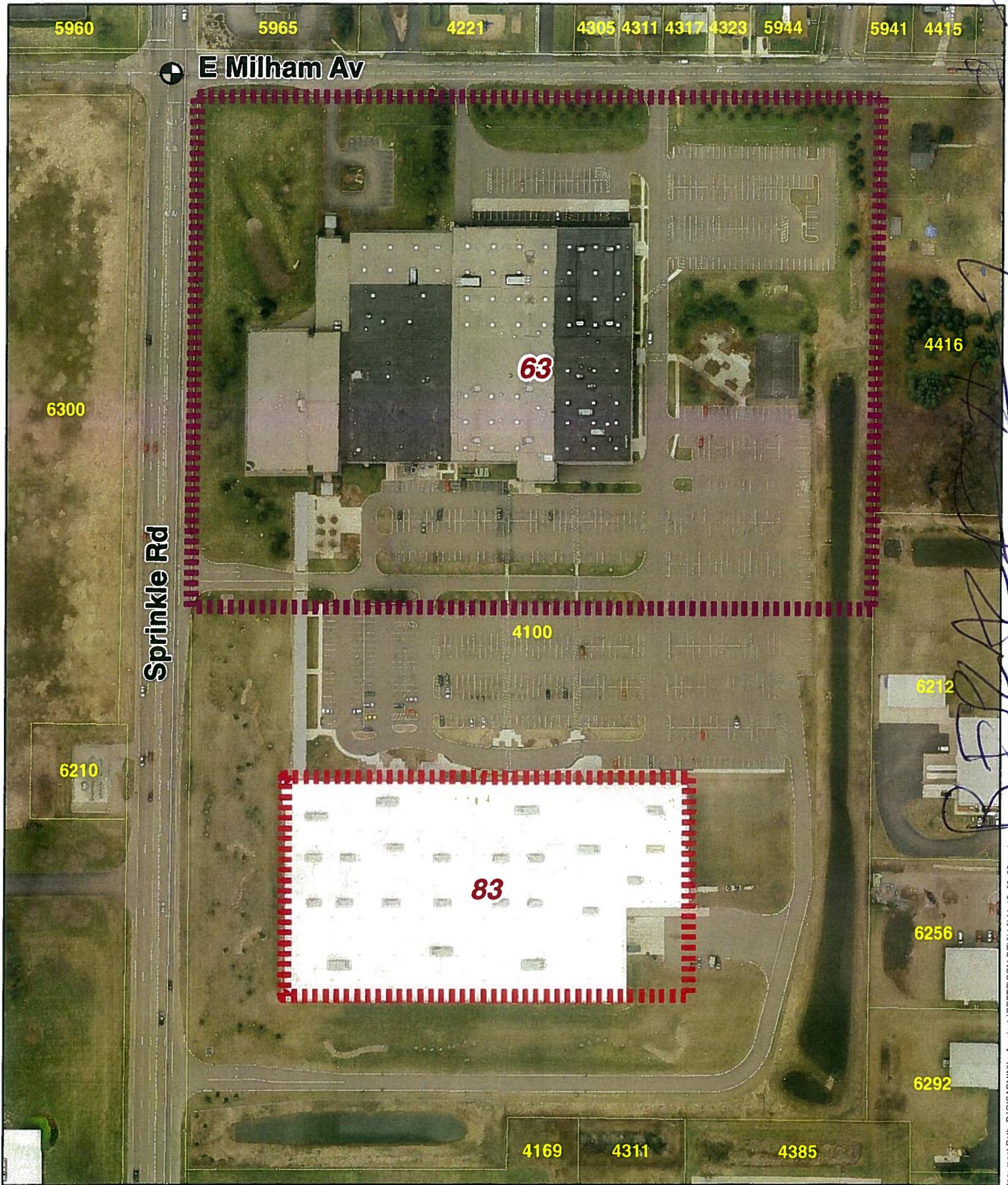


Notary Public

Melissa K VanDorsten
Print Name (Notary Public)

Seal

MELISSA K. VANDORSTEN
NOTARY PUBLIC, CALHOUN COUNTY, MI
MY COMMISSION EXPIRES JULY 16, 2013
ACTING IN THE COUNTY OF Kalamazoo



Document Path: R:\GISADMIN\kan\projects\IDD\PTSCOM\DEV\idd\idd_12_83_83.mxd

Industrial Development District



Vicinity Map IDD's #63, 83



1 inch = 195 feet
Date: 11/27/2012

[Handwritten signature]

CITY OF PORTAGE
 RESOLUTION NO. 2
 DESIGNATING PORTAGE INDUSTRIAL DEVELOPMENT
 DISTRICT NO. 63
 STRYKER CORPORATION

Minutes of a regular meeting of the City Council of the City of Portage, Michigan held on July 16, 1991, at 7:30 p.m. local time at the City Hall in the City of Portage, Michigan.

PRESENT: Overlander, Bashaw, Jean, Schreur, Shugars, Sutter, Zull

ABSENT: None

The following resolution was offered by Councilmember Zull and supported by Councilmember Schreur.

WHEREAS, the City Council has met in public hearing as heretofore resolved and noticed for the purpose of determining whether a certain described area located in the 6000 Block of Sprinkle Road, Portage, Michigan, may be established as an Industrial Development District, pursuant to 1974 PA 198, MCLA 207.551, et seq.; and

WHEREAS, such application and designation meet all of the prerequisites of the cited Act;

NOW, THEREFORE, BE IT RESOLVED that the following described property be designated Portage Industrial Development District No. 63:

Commencing at the North Quarter post of Section 12, Town 3 South, Range 11 West, thence South 825 feet along the North and South quarter line of said Section 12; thence East 1105.5 feet parallel with the North line of said Section 12; thence North 825 feet parallel to the North and South Section line of said Section to the North line of said Section 12; thence West 1105.5 feet along the North line of said Section to the place of beginning.

AYES: Councilmembers Overlander, Bashaw, Jean, Schreur, Shugars, Sutter, Zull

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED:

Lois B. Johnson
 LOIS B. JOHNSON, City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of Resolution #2 adopted at a regular meeting of the City Council of the City of Portage, Michigan, Kalamazoo County, held on the 16th day of July, 1991, the original of which is in the official proceedings of the City Council.

Lois B. Johnson
 LOIS B. JOHNSON, City Clerk

CERTIFICATE OF AUTHENTICITY

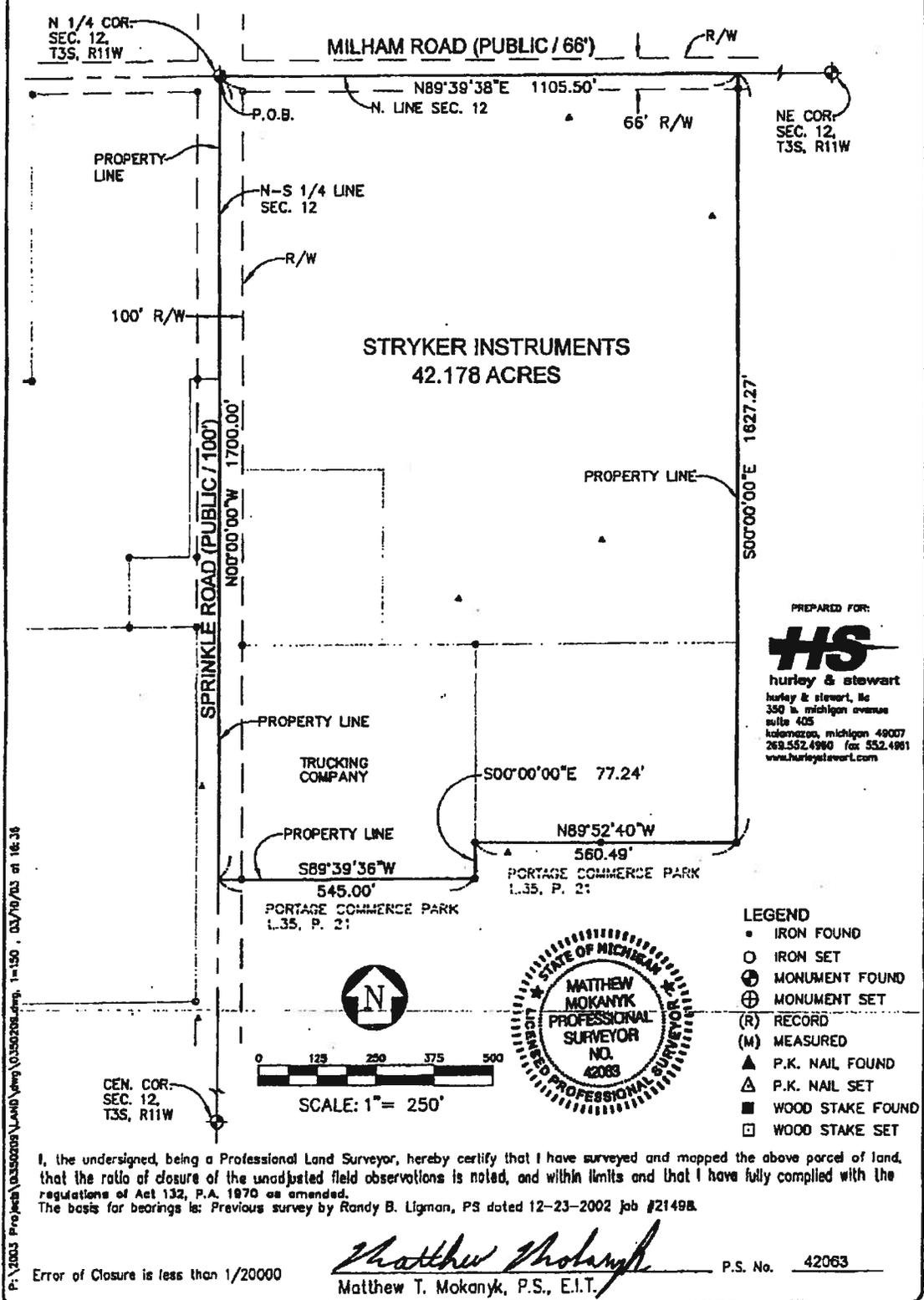
I, James R. Hudson, City Clerk of the City of Portage, hereby certify that this Resolution is a true and accurate copy of the original Resolution maintained by the City of Portage.

Date: November 13, 2012


James R. Hudson, City Clerk

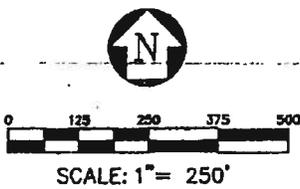
CERTIFICATE OF SURVEY

SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE,
KALAMAZOO COUNTY, MICHIGAN



PREPARED FOR:
HS
hurley & stewart
hurley & stewart, llc
350 n. michigan avenue
suite 405
kalamazoo, michigan 49007
269.552.4960 fax: 532.4961
www.hurleystewart.com

- LEGEND**
- IRON FOUND
 - IRON SET
 - ⊕ MONUMENT FOUND
 - ⊕ MONUMENT SET
 - (R) RECORDED
 - (M) MEASURED
 - ▲ P.K. NAIL FOUND
 - △ P.K. NAIL SET
 - WOOD STAKE FOUND
 - WOOD STAKE SET



I, the undersigned, being a Professional Land Surveyor, hereby certify that I have surveyed and mapped the above parcel of land, that the ratio of closure of the unadjusted field observations is noted, and within limits and that I have fully complied with the regulations of Act 132, P.A. 1970 as amended.
The basis for bearings is: Previous survey by Randy B. Ligan, PS dated 12-23-2002 job #21498.

Error of Closure is less than 1/20000

Matthew Mokanyk
Matthew T. Mokanyk, P.S., E.I.T.

P.S. No. 42063

Client:
STRYKER INSTRUMENTS
SPRINKLE ROAD
PORTAGE, MI

Sheet 1 of 2

Job: 0344406
Date: 3/12/03
Scale: 1"=250'
Drawn: T.G.
Chk'd.: M.T.M.
Rev'd.: 3/13/03

Professional Surveying & Engineering
1275 MCGREGOR WAY
GRAWN, MICHIGAN
PHONE: 231-943-0050
FAX: 231-943-0061
TOLL FREE: 877-520-LAND
WWW.landtechps.com

CERTIFICATE OF SURVEY

SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE,
KALAMAZOO COUNTY, MICHIGAN

SURVEY DESCRIPTION of STRYKER INSTRUMENTS

PART OF THE NORTHEAST 1/4 OF SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN DESCRIBED AS: BEGINNING at the north $\frac{1}{4}$ corner of said section 12; thence N89°39'38"E along the north line of said section a distance of 1105.50 feet; thence S00°00'00"E a distance of 1627.27 feet to the north line of Portage Commerce Park as recorded in Liber 35 of plats, Page 21 of Kalamazoo County Records; thence N89°52'40"W along the north line of said Portage Commerce Park plat a distance of 560.49 feet; thence S00°00'00"E along the west line of said plat a distance of 77.24 feet to the north line of said plat; thence S89°39'36"W along the north line of said plat a distance of 545.00 feet to the north-south $\frac{1}{4}$ line of said section 12; thence N00°00'00"W along said north-south $\frac{1}{4}$ line a distance of 1700.00 feet to the north $\frac{1}{4}$ corner of said section and the POINT OF BEGINNING. Containing 42.178 acres. Subject to Milham Road (66' wide/public) right of way across the northerly 33 feet thereof. Subject to Sprinkle Road (100' wide/public) right of way across the westerly 50 feet thereof. Subject to any easements, rights of ways and restrictions of record, if any.

LEGAL DESCRIPTIONS PROVIDED

A PARCEL OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 12, T. 3 S., R. 11 W., CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS. COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 12, T. 3 S., R. 11 W., THENCE SOUTH 1700.00 FEET ALONG THE NORTH AND SOUTH QUARTER LINE OF SAID SECTION TO A NORTH LINE OF "PORTAGE COMMERCE PARK" PLAT AS RECORDED IN LIBER 35 ON PAGE 21 KALAMAZOO COUNTY RECORDS, THENCE N. 89 38' 36"E. 545.00 FEET ALONG SAID NORTH LINE PARALLEL WITH THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION, THENCE NORTH 77.24 FEET ALONG THE BOUNDARY OF SAID PLAT PARALLEL WITH SAID QUARTER LINE TO A NORTH LINE OF SAID PLAT AND THE PLACE OF BEGINNING, THENCE CONTINUING NORTH 422.76 FEET PARALLEL WITH SAID QUARTER LINE TO THE SOUTH LINE OF THE NORTH 1200 FEET OF SAID NORTHEAST QUARTER, THENCE N.89 38' 36"E. 560.50 FEET PARALLEL WITH SAID NORTH LINE OF THE NORTHEAST QUARTER TO THE EAST LINE OF THE WEST 67 RODS (1105.50) OF SAID NORTHEAST QUARTER, THENCE SOUTH 427.27 FEET ALONG SAID EAST LINE PARALLEL WITH SAID QUARTER LINE TO SAID NORTH BOUNDARY LINE OF "PORTAGE COMMERCE PARK" PLAT, THENCE N.89 52' 43"W. 560.49 FEET ALONG SAID BOUNDARY LINE TO THE PLACE OF BEGINNING, CONTAINING 5.48 ACRES OF LAND.

SITUATED IN THE CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN COMMENCING AT THE NORTH QUARTER POST OF SECTION 12, TOWN 3 SOUTH, RANGE 11 WEST, THENCE SOUTH 825 FEET ALONG THE NORTH AND SOUTH QUARTER LINE OF SAID SECTION 12, THENCE EAST 348.48 PARALLEL WITH THE NORTH LINE OF SAID SECTION 12, THENCE SOUTH 375 FEET PARALLEL WITH SAID NORTH AND SOUTH QUARTER LINE, THENCE EAST 757.02 FEET PARALLEL WITH SAID NORTH LINE OF SAID SECTION 12, THENCE NORTH 1200 FEET PARALLEL TO THE NORTH AND SOUTH QUARTER LINE OF SAID SECTION TO THE NORTH LINE OF SAID SECTION 12, THENCE WEST 1105.5 FEET ALONG THE NORTH LINE OF SAID SECTION TO THE PLACE OF BEGINNING, EXCEPT THE WEST 50 FEET AND THE NORTH 33 FEET RESERVED FOR HIGHWAY PURPOSES.

COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 12, TOWN 3 SOUTH RANGE 11 WEST, THENCE SOUTH 825 FEET ALONG THE NORTH AND SOUTH QUARTER LINE OF SAID SECTION 12 TO THE PLACE OF BEGINNING, THENCE EAST 348.48 FEET PARALLEL WITH THE NORTH LINE OF SAID SECTION 12, THENCE SOUTH 375 FEET PARALLEL WITH SAID NORTH AND SOUTH QUARTER LINE, THENCE WEST 348.48 FEET PARALLEL WITH SAID NORTH LINE, THENCE NORTH 375 FEET ALONG SAID NORTH AND SOUTH QUARTER LINE TO THE PLACE OF BEGINNING

A PARCEL OF LAND SITUATED IN THE NORTHEAST QUARTER OF SECTION 12, T3S, R11W, CITY OF PORTAGE, KALAMAZOO COUNTY, MICHIGAN BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH QUARTER CORNER OF SECTION 12, T3S, R11W; THENCE SOUTH 1200.00 FEET ALONG THE NORTH AND SOUTH QUARTER LINE OF SAID SECTION TO THE PLACE OF BEGINNING; THENCE EASTERLY 545.00 FEET PARALLEL WITH THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION; THENCE SOUTH 500.00 FEET PARALLEL WITH SAID QUARTER LINE; THENCE WESTERLY 545.00 FEET PARALLEL WITH SAID NORTH LINE TO SAID QUARTER LINE; THENCE NORTH 500.00 FEET ALONG SAID QUARTER LINE TO THE PLACE OF BEGINNING.

SECTION CORNER WITNESSES:

N 1/4 COR. SEC. 12, T3S, R11W
FOUND IRON IN MON. BOX
N73°W 83.35' TO FACE OF STREET SIGN
N55°E 60.20' TO NAIL IN PP
S61°E 59.65' TO NAIL IN PP
S66°W 67.85' TO NAIL IN PP

NE. CORNER SEC. 12, T3S, R11W
FOUND REMON. MONUMENT
PK NAIL IN P.P. 360° AZ, 24.04'
NAIL IN 12° MAPLE 359° AZ, 36.23'
NAIL IN PP 120° AZ, 74.21'
NAIL IN 36° OAK 255° AZ 96.24'
IRON REBAR FOUND 290° AZ, 60.12'

PREPARED FOR:

HS

hurley & stewart
hurley & stewart, llc
350 e. michigan avenue
suite 405
kalamazoo, michigan 49007
268.552.4960 fax 268.4961
www.hurleystewart.com

Client:

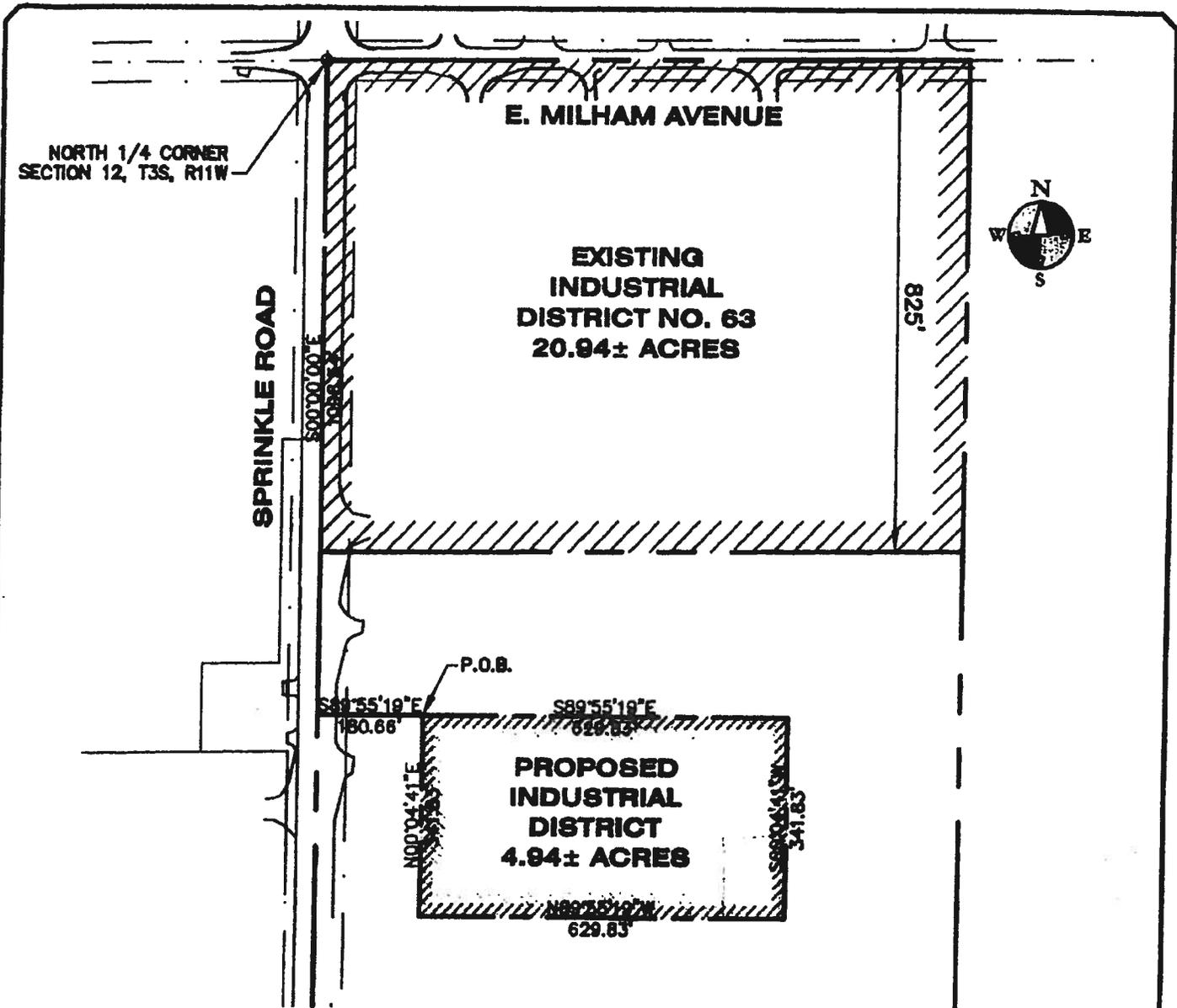
STRYKER INSTRUMENTS
SPRINKLE ROAD
PORTAGE, MI

Sheet 2 of 2

Job: 0344406
Date: 3/12/03
Scale: 1"=250'
Drawn: T.G.
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Professional Surveying & Engineering
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GRAWN, MICHIGAN
PHONE: 231-943-0050
FAX: 231-943-0051
TOLL FREE: 877-520-LAND
WWW.landtechps.com



PROPOSED INDUSTRIAL DISTRICT DESCRIPTION

A PARCEL OF LAND SITUATED IN SECTION 12, CITY OF PORTAGE, TOWNSHIP 3 SOUTH, RANGE 11 WEST, DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTH ONE QUARTER CORNER OF SAID SECTION, THENCE S00°00'00"E ALONG THE NORTH-SOUTH 1/4 LINE A DISTANCE OF 1098.54'; THENCE S89°55'19"E 180.66' TO THE POINT OF BEGINNING; THENCE S89°55'19"E 629.83'; THENCE S00°04'41"W 341.83'; THENCE N89°55'18"W 629.83'; THENCE N00°04'41"E 341.83' TO THE PLACE OF BEGINNING. CONTAINS 4.94 ACRES, MORE OR LESS.

EXISTING INDUSTRIAL DISTRICT NO. 63 DESCRIPTION

COMMENCING AT THE NORTH 1/4 POST OF SECTION 12, TOWN 3, RANGE 11 WEST, THENCE SOUTH 825 FEET ALONG THE NORTH AND SOUTH QUARTER LINE OF SAID SECTION 12; THENCE EAST 1105.5 FEET PARALLEL WITH THE NORTH LINE OF SAID SECTION 12; THENCE NORTH 825 FEET PARALLEL TO THE NORTH AND SOUTH SECTION LINE OF SAID SECTION TO THE NORTH LINE OF SAID SECTION 12; THENCE WEST 1105.5 FEET ALONG NORTH LINE OF SAID SECTION TO THE PLACE OF BEGINNING.

HS
hurley & stewart

hurley & stewart, llc
350 a. michigan avenue
suite 400
kalamazoo, michigan 49007
268.528.4000 fax 268.528.4001
www.hurleyandstewart.com

Job No.: 04-001
Date: 8/17/04
Scale: 1"=200'
P.M.: TJS
D.R.: JWP
QA/QC: 8/17/04

Title: **INDUSTRIAL DISTRICT**
Project: **STRYKER INSTRUMENTS**
Client: **STRYKER CORPORATION**

Drawing No.
1

CITY OF PORTAGE
 RESOLUTION NO. 2
 DESIGNATING PORTAGE INDUSTRIAL DEVELOPMENT
 DISTRICT NO. 63
 STRYKER CORPORATION

Minutes of a regular meeting of the City Council of the City of Portage, Michigan held on July 16, 1991, at 7:30 p.m. local time at the City Hall in the City of Portage, Michigan.

PRESENT: Overlander, Bashaw, Jean, Schreur, Shugars, Sutter, Zull

ABSENT: None

The following resolution was offered by Councilmember Zull and supported by Councilmember Schreur.

WHEREAS, the City Council has met in public hearing as heretofore resolved and noticed for the purpose of determining whether a certain described area located in the 6000 Block of Sprinkle Road, Portage, Michigan, may be established as an Industrial Development District, pursuant to 1974 PA 198, MCLA 207.551, et seq.; and

WHEREAS, such application and designation meet all of the prerequisites of the cited Act;

NOW, THEREFORE, BE IT RESOLVED that the following described property be designated Portage Industrial Development District No. 63:

Commencing at the North Quarter post of Section 12, Town 3 South, Range 11 West, thence South 825 feet along the North and South quarter line of said Section 12; thence East 1105.5 feet parallel with the North line of said Section 12; thence North 825 feet parallel to the North and South Section line of said Section to the North line of said Section 12; thence West 1105.5 feet along the North line of said Section to the place of beginning.

AYES: Councilmembers Overlander, Bashaw, Jean, Schreur, Shugars, Sutter, Zull

NAYS: None

ABSENT: None

RESOLUTION DECLARED ADOPTED:

Lois B. Johnson
 LOIS B. JOHNSON, City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of Resolution #2 adopted at a regular meeting of the City Council of the City of Portage, Michigan, Kalamazoo County, held on the 16th day of July, 1991, the original of which is in the official proceedings of the City Council.

Lois B. Johnson
 LOIS B. JOHNSON, City Clerk

"Exhibit A"

CITY OF PORTAGE
RESOLUTION NO. 2-04
DESIGNATING PORTAGE INDUSTRIAL DEVELOPMENT DISTRICT NO. 83

STRYKER CORPORATION, INSTRUMENTS DIVISION

Minutes of a regular meeting of the City Council for the City of Portage, Michigan held on October 12, 2004, at 7:30 p.m. local time at City Hall in the City of Portage, Michigan.

PRESENT: DeShazor, O'Brien, Vliek, Graham, Ongley, Urban, Strazdas

ABSENT: None

The following resolution was offered by:

COUNCILMEMBER: Strazdas, and supported by:

COUNCILMEMBER: Vliek.

WHEREAS, the City Council has met in public hearing as heretofore resolved and noticed for the purpose of determining whether a certain described area located at 4100 East Milham Avenue, Portage, Michigan, may be established as an Industrial Development District, pursuant to 1974 PA 198, MCLA 207.551, et seq.; and

WHEREAS, such location meets all of the prerequisites of the cited Act;

NOW THEREFORE, BE IT RESOLVED that the following described property be designated Portage Industrial Development District No. 83:

A parcel of land situated in Section 12, City of Portage, Township 3 South, Range 11 West, described as follows: Commencing at the North one quarter corner of said section, thence S 00° 00' 00" E along the north-south 1/4 line a distance of 1098.54'; thence S 89° 55' 19" E 180.6' to the point of beginning; thence S 89° 55' 19" E 628.83'; thence S 00° 04' 41" W 34.83'; thence N 89° 55' 19" W 628.83'; thence N 00° 04' 41" E 341.83' to the place of beginning. Contains 4.94 acres, more or less.

ADOPTED: AYES: Councilmember DeShazor, Vliek, O'Brien, Graham, Ongley, Urban, Strazdas

NAYS: Councilmember None

ABSENT: Councilmember None

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

RESOLUTION DECLARED ADOPTED:


James R. Hudson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of Resolution #2 adopted at a regular meeting of the City Council of the City of Portage, Kalamazoo County, Michigan held on October 12, 2004, the original of which is in the official proceedings of the City Council.


James R. Hudson, City Clerk

PREPARED BY:
RANDALL L. BROWN
Portage City Attorney
1125 East Millham, Suite B
Portage, Michigan 49002
(269) 323-8812

Approved as to Form:
Date: 9/2/04
By: RLB
City Attorney

9-28-12
DATE

PORTAGE, MICHIGAN

12.342
PERMIT No.

BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE SITE

PROJECT DESCRIPTION

*Stryker
IMT*

Location *4160 E Milham Av*

Owner *Stryker Corp.*

Contractor *CSM Group, Inc.*

CONTRACTORS MUST CALL 329-4466 FOR THE FOLLOWING INSPECTIONS:

BUILDING	These Permits Must Be Obtained Separately		
	ELECTRICAL	PLUMBING	MECHANICAL
FOOTINGS/WALLS	UNDERGROUND	UNDERGROUND	UNDERGROUND
FRAME/ROOF	ROUGH-IN	ROUGH-IN	ROUGH-IN
FIREPLACES	SERVICE	SEWER	FINAL
DRYWALL/PLASTER	FINAL	FINAL	
FINAL			

Department of Community Development

FAILURE TO COMPLY WILL RESULT IN BEING DENIED AN OCCUPANCY PERMIT & CONTRACTORS BEING SUBJECT TO FINE.

9-17-12

DATE

PORTAGE, MICHIGAN

12-51

PERMIT No.

BUILDING PERMIT

THIS PERMIT MUST BE POSTED ON THE SITE

PROJECT DESCRIPTION

Stryker Location *4100 E. Milham*
Instruments Owner *Stryker*
 Contractor *CSM*

CONTRACTORS MUST CALL 329-4466 FOR THE FOLLOWING INSPECTIONS:

These Permits Must Be Obtained Separately

BUILDING	ELECTRICAL	PLUMBING	MECHANICAL
FOOTINGS/WALLS	UNDERGROUND	UNDERGROUND	UNDERGROUND
FRAME/ROOF	ROUGH-IN	ROUGH-IN	ROUGH-IN
FIREPLACES	SERVICE	SEWER	FINAL
DRYWALL/PLASTER	FINAL	FINAL	
FINAL			



Department of Community Development

FAILURE TO COMPLY WILL RESULT IN BEING DENIED AN OCCUPANCY PERMIT & CONTRACTORS BEING SUBJECT TO FINE

PROJECT IMPACT ANALYSIS - Stryker Corporation

Assumptions used in the following calculations:

Market value of property to be added (including rail spur):	
Real property.....	\$4,590,937
Personal property.....	\$1,051,770
Percentage tax abatement requested: (consistent with City Council policy)	
Real property.....	50.00%
Personal property.....	50.00%
Years of abatement requested:	
Real property.....	6
Personal property.....	3
Non-recoverable City share costs of requested:	
Roadway improvements.....	\$0
Drainage improvements.....	\$0
Sanitary sewer improvements.....	\$0
Water delivery improvements.....	\$0
Number of new employees.....	18
Average annual income of each new employee.....	\$60,000
Percentage of new employees assumed to be residents.....	32.30%
Propensity for resident employees to consume locally.....	60.00%
Propensity for non-resident employees to consume locally.....	50.00%
County income multiplier.....	2.00
Percentage of new employees constructing new homes.....	20.00%
Value of new home as a factor of annual income.....	2.00
Number of members per household (2010 census).....	2.40
Population, 2010 (Bureau of Census).....	46,292
General Fund expenditures net of certain offsetting revenues: i.e., user charges and fees, grants, reimbursements	
	\$19,071,167
Current General Fund millage rate.....	7.5000
Per capita state revenue sharing to General Fund.....	\$69.56
Average annual inflation rate (2007 to 2012).....	2.03%
Annual increase in industrial real property value.....	0.00%
Annual increase in residential real property value.....	0.00%

PROJECT IMPACT ANALYSIS - Stryker Corporation

CALCULATION OF ECONOMIC BENEFITS TO THE COMMUNITY:

Equation 1-Calculation of additional payroll generated

Number of new employees	Average annual income	Total new annual payroll
18	\$60,000	\$1,080,000

Equation 2-Calculation of primary economic benefit to the community from payroll income

Percentage of new employees assumed to be residents.....	32.30%
Propensity for resident employees to consume locally.....	60.00%
Propensity for non-resident employees to consume locally.....	50.00%

	Distribution of labor force	Average annual income	Propensity to consume locally	Primary economic benefit	
Resident employees.....	6	\$60,000	60.00%	\$216,000	
Non-resident employees.....	12	\$60,000	50.00%	\$360,000	
				\$576,000	\$576,000

Equation 3-Calculation of secondary economic benefit to the community from payroll income

	Total primary benefit	County income multiplier	Propensity to consume locally	Secondary economic benefit	
	\$576,000	2.00	60.00%	\$691,200	\$691,200
---ADDITIONAL ECONOMIC BENEFITS TO THE COMMUNITY.....					\$1,267,200

PROJECT IMPACT ANALYSIS - Stryker Corporation

CALCULATION OF ADDITIONAL GENERAL FUND REVENUE:

Equation 4-Calculation of gross taxes to be generated from new project

Market value of property to be added:					
	Real property.....			\$4,590,937	
	Personal property.....			\$1,051,770	
Current General Fund millage rate				7.50	
	First year property SEV	Millage rate		First year property taxes	
Real	\$2,295,469	7.50		\$17,216	
Personal	\$478,555	7.50		\$3,589	\$20,805

Equation 5-Calculation of additional property tax from new residents

Percentage of new employees constructing new homes.....				20.00%	
Value of new home as a factor of annual income.....				2.00	
	Number of new homes	Avg market value of each new home	Total SEV of new homes	General Fund millage rate	First year property taxes
	4	\$120,000	\$240,000	7.50	\$1,800
					\$1,800

Equation 6-Calculation of additional state revenue sharing to the General Fund

Number of members per household.....				2.40	
Per capita state revenue sharing to General Fund.....				\$70	
	Number of new resident employees	Number of members per household	Number of new residents	Per capita state revenue sharing	Additional state revenue sharing
	6	2.40	14	\$70	\$974
					\$974
---ADDITIONAL GENERAL FUND REVENUE.....					\$23,579

PROJECT IMPACT ANALYSIS - Stryker Corporation

CALCULATION OF ADDITIONAL GENERAL FUND COSTS:

Equation 7-Annual tax abatement costs

Percentage tax abatement requested:				
	Real property.....			50.00%
	Personal property.....			50.00%
Years of abatement requested:				
	Real property.....			6
	Personal property.....			3
	First year General Fund property tax	Requested abatement rate		First year tax abatement
Real	\$17,216	50.00%		\$8,608
Personal	\$3,589	50.00%		\$1,795
				\$10,403

Equation 8-Additional service costs

Population, 2010 (Bureau of Census).....					46,292
General Fund expenditures net of certain offsetting revenues: i.e., user charges and fees, grants, reimbursements					\$19,071,167
	Costs of services	Number of residents	Cost per resident	Number of new residents	Additional cost for new residents
	\$19,071,167	46,292	\$412	14	\$5,768
					\$5,768

Equation 9-Public facilities cost, non-recoverable City share

	Road improvements	Drainage improvements	Sanitary sewer improvements	Water delivery improvements	Total improvements	
	\$0	\$0	\$0	\$0	\$0	\$0
---TOTAL ADDITIONAL GENERAL FUND COSTS.....						\$16,171

CALCULATION OF RELATIVE COMPARISON FACTOR

Equation 10-Relative comparison investment factor/initial cost per job created

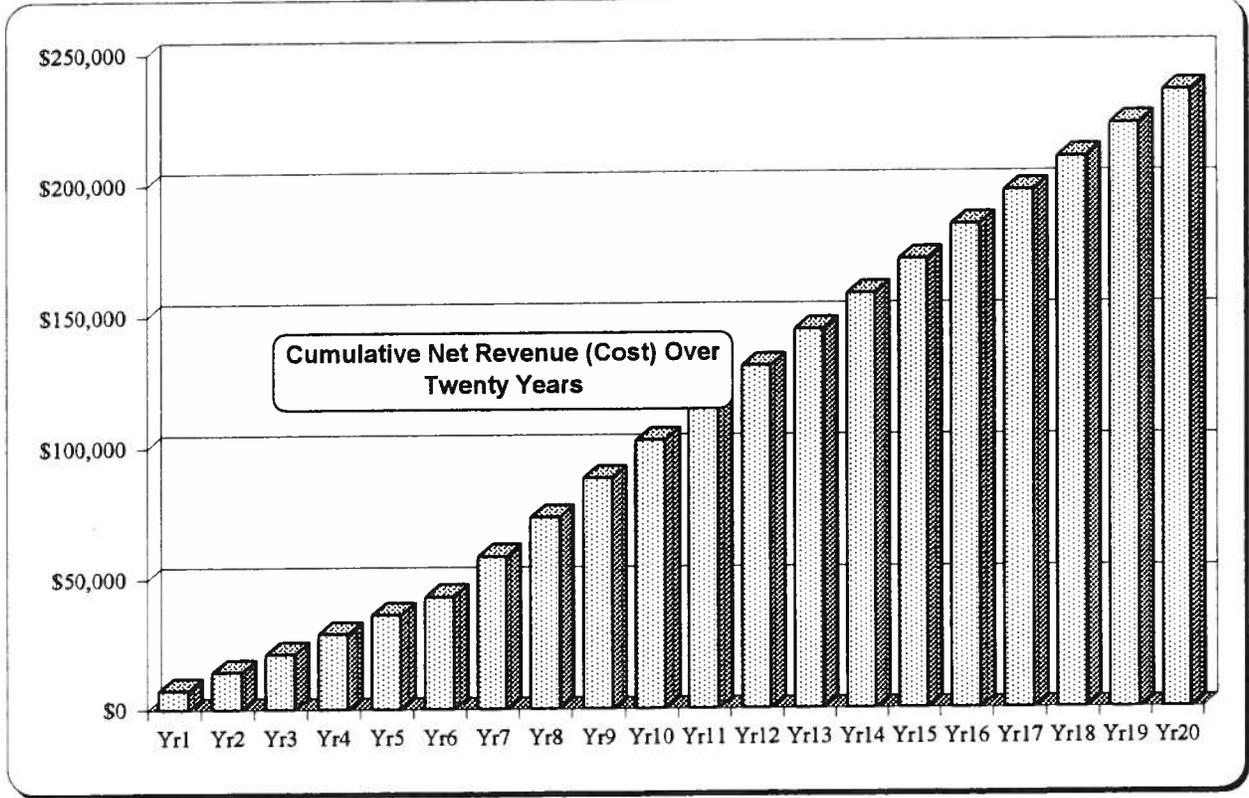
Additional revenues	Additional (costs)	Net additional (cost)/revenue	Number of jobs created	(Cost)/revenue per job created
\$23,579	(\$16,171)	\$7,408	18	\$412

Long term comparison of increased revenues to increased costs

PROJECT IMPACT ANALYSIS - Stryker Corporation

reflecting the effects of inflation on property values and General Fund expenditures
and the decreasing value of personal property due to depreciation

Year	Revenue	Infrastructure costs	General Fund real property tax abatement	General Fund personal prop. tax abatement	General Fund service costs	Expenditures	Net annual (cost)/revenue	Cumulative (cost)/revenue
Yr1	\$23,579	\$0	\$8,608	\$1,795	\$5,768	(\$16,171)	\$7,409	\$7,409
Yr2	\$23,165	\$0	\$8,608	\$1,578	\$5,885	(\$16,071)	\$7,095	\$14,503
Yr3	\$22,751	\$0	\$8,608	\$1,361	\$6,004	(\$15,973)	\$6,779	\$21,282
Yr4	\$22,456	\$0	\$8,608	\$0	\$6,126	(\$14,734)	\$7,722	\$29,004
Yr5	\$22,161	\$0	\$8,608	\$0	\$6,250	(\$14,858)	\$7,303	\$36,307
Yr6	\$21,947	\$0	\$8,608	\$0	\$6,377	(\$14,985)	\$6,962	\$43,269
Yr7	\$21,771	\$0	\$0	\$0	\$6,506	(\$6,506)	\$15,265	\$58,534
Yr8	\$21,596	\$0	\$0	\$0	\$6,638	(\$6,638)	\$14,958	\$73,492
Yr9	\$21,461	\$0	\$0	\$0	\$6,773	(\$6,773)	\$14,688	\$88,180
Yr10	\$21,327	\$0	\$0	\$0	\$6,910	(\$6,910)	\$14,417	\$102,597
Yr11	\$21,271	\$0	\$0	\$0	\$7,050	(\$7,050)	\$14,221	\$116,818
Yr12	\$21,177	\$0	\$0	\$0	\$7,193	(\$7,193)	\$13,984	\$130,802
Yr13	\$21,123	\$0	\$0	\$0	\$7,339	(\$7,339)	\$13,784	\$144,586
Yr14	\$21,029	\$0	\$0	\$0	\$7,488	(\$7,488)	\$13,541	\$158,127
Yr15	\$20,779	\$0	\$0	\$0	\$7,640	(\$7,640)	\$13,139	\$171,266
Yr16	\$20,805	\$0	\$0	\$0	\$7,795	(\$7,795)	\$13,010	\$184,276
Yr17	\$20,832	\$0	\$0	\$0	\$7,953	(\$7,953)	\$12,879	\$197,155
Yr18	\$20,859	\$0	\$0	\$0	\$8,114	(\$8,114)	\$12,745	\$209,900
Yr19	\$20,887	\$0	\$0	\$0	\$8,279	(\$8,279)	\$12,608	\$222,508
Yr20	\$20,915	\$0	\$0	\$0	\$8,447	(\$8,447)	\$12,468	\$234,976



PROJECT IMPACT ANALYSIS - Stryker Corporation

TAXES TO BE COLLECTED AFTER STRYKER 2012 TAX ABATEMENT EXPIRES

Mills:	1.5000	6.7596	4.8666	2.8135	6.0000	18.0000	5.8000
Jurisdiction:	LIBRARY	COUNTY	KRESA	KVCC	State ED	SCHOOL	School debt

Abatement period 1 through 6

Year							
7	\$7,549.02	\$34,018.91	\$24,492.04	\$14,159.45	\$30,196.08	Schools	\$29,189.55
8	\$7,470.14	\$33,663.43	\$24,236.12	\$14,011.49	\$29,880.55	are	\$28,884.53
9	\$7,407.03	\$33,379.05	\$24,031.37	\$13,893.12	\$29,628.13	funded	\$28,640.52
10	\$7,343.93	\$33,094.67	\$23,826.63	\$13,774.76	\$29,375.70	through	\$28,396.51
11	\$7,312.37	\$32,952.47	\$23,724.26	\$13,715.57	\$29,249.49	the	\$28,274.51
12	\$7,265.04	\$32,739.19	\$23,570.70	\$13,626.80	\$29,060.17	school	\$28,091.50
13	\$7,233.49	\$32,597.00	\$23,468.33	\$13,567.62	\$28,933.96	aid	\$27,969.49
14	\$7,186.16	\$32,383.71	\$23,314.78	\$13,478.84	\$28,744.64	fund	\$27,786.49
15	\$7,075.72	\$31,886.04	\$22,956.48	\$13,271.70	\$28,302.90	based	\$27,359.47
16	\$7,075.72	\$31,886.04	\$22,956.48	\$13,271.70	\$28,302.90	on	\$27,359.47
17	\$7,075.72	\$31,886.04	\$22,956.48	\$13,271.70	\$28,302.90	enrollment	\$27,359.47
18	\$7,075.72	\$31,886.04	\$22,956.48	\$13,271.70	\$28,302.90		\$27,359.47
19	\$7,075.72	\$31,886.04	\$22,956.48	\$13,271.70	\$28,302.90		\$27,359.47
20	<u>\$7,075.72</u>	<u>\$31,886.04</u>	<u>\$22,956.48</u>	<u>\$13,271.70</u>	<u>\$28,302.90</u>		<u>\$27,359.47</u>

Total years 7 to 20	\$101,221.52	\$456,144.68	\$328,403.11	\$189,857.84	\$404,886.10		\$391,389.90
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Assumes that personal property tax IS taxable after the abatement expires

Assumes no growth in real property value

Assumes that the tax rates stay constant

**CITY OF PORTAGE, MICHIGAN
RESOLUTION NO. 3-13
TO SET THE PUBLIC HEARING ON A FACILITIES TAX
EXEMPTION CERTIFICATE FOR STRYKER CORPORATION
INDUSTRIAL DEVELOPMENT DISTRICT NO. 63**

Minutes of a regular meeting of the City Council of the City of Portage, Michigan held on _____, 2013 at 7:30 p.m., local time in the City Hall in the City of Portage.

PRESENT: _____

ABSENT: _____

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

WHEREAS, pursuant to 1974 PA 198, MCLA Sec. 207.551, et seq., the City Council has established Industrial Development District No.63;

WHEREAS, STRYKER CORPORATION, owner of the realty located within said District, has applied for an Industrial Facilities Exemption Certificate under the provisions of 1974 PA 198, Sec. 5(1);

WHEREAS, 1974 PA 198 Sec. 5(2) provides that before acting upon an application for an Industrial Facilities Certificate, the City Council shall afford the applicant, the assessor, and a representative of the affected taxing units an opportunity for a hearing;

NOW THEREFORE, BE IT RESOLVED as follows:

(1) That the application of STRYKER CORPORATION for an Industrial Facilities Exemption Certificate shall remain on file in the office of the City Clerk.

(2) That the City Council shall meet at the City Hall on _____, 2013 at 7:30 p.m., local time, or as soon thereafter as may be heard, and shall provide to the City Assessor and a representative of each of the taxing units an opportunity to be heard on the question of STRYKER CORPORATION application for an Industrial Facilities Exemption Certificate with regard to proposed new facility and installation of equipment and machinery within said Industrial Development District.

(3) That the City Clerk immediately inform, by letter, the City Assessor, and the legislative body of each taxing unit which levies ad valorem taxes in the City of Portage on the property located within said Industrial Development District, as follows:

(a) The City of Portage has established Stryker Corporation Industrial Development District No.63 and has now received and will consider an application for a Facilities Exemption Certificate for building construction and the installation of equipment and machinery within said district.

(b) That the City Council shall meet on _____, 2013, at the City Hall at 7:30 p.m., local time, or as soon thereafter as may be heard, to afford the City Assessor and a representative of each said taxing unit an opportunity to be heard with regard to the said application.

(c) That, as to Stryker Corporation Industrial Development District No. 63, the Facilities Exemption Certificate would be in the amount of \$ _____, for expenditures in the amount of \$ _____.

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

ADOPTED: AYES: Councilmember _____

NAYS: Councilmember _____

ABSENT: Councilmember _____

James R. Hudson, City Clerk

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the City Council of the City of Portage, Michigan, Kalamazoo County, held on the day of _____, 2013, the original of which is in the official proceedings of the City Council.

James R. Hudson, City Clerk

Prepared by:
Randall L. Brown
Portage City Attorney
1662 East Centre Avenue
Portage, MI 49002

Approved as to Form:
Date: 1/7/13
By: [Signature]
City Attorney

TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager 

SUBJECT: 2013 Recreation and Open Space Plan Update

SUPPORTING PERSONNEL: William Deming, Director of
Parks, Recreation and Public Services

ACTION RECOMMENDED: That City Council resolve to adopt the 2013 Recreation and Open Space Plan Update and authorize the City Manager to submit the approved plan to the Michigan Department of Natural Resources to comply with applicable grant requirement guidelines.

EXECUTIVE SUMMARY:

City Council has a community development goal to “*promote quality of life in Portage*” and an objective to “*maintain a coordinated and innovative approach toward development of park land and providing recreational opportunities.*” In alignment with the stated goal and objective, the city has a Recreation and Open Space Plan that serves as a critical planning tool as well as meeting the Michigan Department of Natural Resources (MDNR) stipulations for park acquisition and development grants. The noted Plan is updated at least every five years and Council must adopt the update prior to submittal to the MDNR. Most noteworthy in the updated Plan is the inclusion of the Eliason Nature Reserve and the combination of this Reserve with the West Lake Nature Preserve, South Westnedge Park, Bishop Bog, Schrier Park to now what will be identified as the Portage South Central Greenway (450 total acres and five miles of trails). Council received copies of the draft document on November 2, 2012. The appropriate public review, comment and public hearings were subsequently held. The document is currently available on the city’s website under the Parks Division page. The Planning Commission has unanimously adopted the Plan and has submitted it to City Council for final review and adoption.

BACKGROUND INFORMATION:

The Recreation and Open Space Plan is updated at least every five years to provide a valuable planning tool and fulfill Michigan Department of Natural Resources (MDNR) requirements for park acquisition and development grants. The Recreation and Open Space Plan is a subcomponent of the Comprehensive Plan and was last revised in 2008 in conjunction with the Comprehensive Plan update process.

In order to meet MDNR requirements, the City Council must resolve to adopt the 2013 Recreation and Open Space Plan Update prior to submittal to the MDNR. The following summarizes the substantive changes since the 2008 Plan update:

- The Eliason Nature Reserve has been added to the inventory of park facilities;

- The combination of West Lake Nature Preserve, South Westnedge Park, Bishops Bog, Schrier Park and Eliason Nature Reserve has been identified as the Portage South Central Greenway. These adjoining recreational areas encompass more than 450 acres and five miles of trails;
- Content of the Plan has been revised to fulfill MDNR Grants requirements;
- Section III, (Administrative Structure) has been updated to reflect recent changes in the city's organization and the revised vision and mission for the Parks & Recreation divisions;
- Section IV, (Recreation Inventory) has been revised to be consistent with MDNR Grant guidelines. Parks have been reclassified, descriptions updated and information on accessibility and MDNR Grant inventory added;
- Section V, (Planning Process, Public Input and Public Information) has been added to fulfill MDNR requirements; and
- Section VIII, (Short-term Objectives) and Section IX (Action Plan Priority List and Financial Program) has been updated to reflect the 2012-2022 Capital Improvement Program.

In order to fulfill the MDNR requirements for park acquisition and development grants and the Michigan Planning Enabling Act (Public Act 33 of 2008) for public review and comment, the 2013 Recreation and Open Space Plan was reviewed during several public meetings involving the city's Park Board and Planning Commission. On November 6, 2012 in accordance with Michigan Planning Enabling Act, City Council authorized Plan distribution to adjacent communities and Kalamazoo County for review and comment. Letters of support were received from Oshtemo Township and Kalamazoo County. No other comments were received. The Planning Commission conducted a public hearing on January 3, 2013. No citizens were present to speak in support or opposition to the proposed Plan update. At the conclusion of the public hearing, the Planning Commission unanimously voted to adopt the Plan and submit the approved Plan to City Council for final review.

It is, therefore, recommended that City Council adopt the 2013 Recreation and Open Space Plan Update for submittal to the MDNR in accordance with MDNR grant requirement guidelines.

FUNDING: N/A

Attachments: Council Resolution of Adoption
Planning Commission Meeting Minutes, January 3, 2013
Planning Commission Transmittal and Resolution

CITY OF PORTAGE

2013 RECREATION AND OPEN SPACE PLAN REVISION
RESOLUTION OF ADOPTION BY THE CITY COUNCIL OF THE CITY OF PORTAGE

Minutes of a regular meeting of the City Council for the City of Portage, Michigan held on _____, 2013 at 7:30 p.m. local time at the City Hall in the City of Portage, Michigan.

PRESENT: _____

ABSENT: _____

The following resolution was offered by:

Councilmember: _____, and supported by:

Councilmember: _____.

WHEREAS, the City of Portage has undertaken a Five Year Recreation and Open Space Plan that describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2013 and 2018; and

WHEREAS, a public comment session was held January 3, 2013 at Portage City Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Recreation Plan; and

WHEREAS, the City of Portage developed the plan for the benefit of the entire community and to adopt the plan as a document assists the city in meeting the recreation needs of the community; and

WHEREAS, after the public hearing the City of Portage Planning Commission voted to adopt the Recreation Plan;

NOW, THEREFORE, BE IT RESOLVED that the City of Portage City Council hereby adopts the City of Portage 2013 Recreation and Open Space Plan as a guideline for improving recreation for the residents of the City of Portage.

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

AYES: Councilmember _____

NAYS: Councilmember _____

ABSENT: Councilmember _____

EFFECTIVE DATE: _____, 2013.

James R. Hudson City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of this resolution adopted at a regular meeting of the City Council of the City of Portage, Kalamazoo County, Michigan held on _____, 2013, the original of which is in the official proceedings of the City Council.

James R. Hudson, City Clerk

Z:\JODY\PORTAGE\RES\RECREATION AND OPEN SPACE PLAN RESOLUTION.010913.DOCX

APPROVED AS TO FORM
DATE 1/9/13
Per
CITY ATTORNEY



TO: Honorable Mayor and City Council
FROM: Planning Commission
DATE: January 8, 2013
SUBJECT: 2013 Recreation and Open Space Plan Update

During the October 18, 2012 meeting, the Planning Commission reviewed the draft 2013 Recreation and Open Space Plan Update and recommended several minor revisions. The revisions were completed and the Plan was forwarded to the City Council for review and authorization to distribute to adjacent communities and Kalamazoo County in accordance with the Michigan Planning Enabling Act. On November 6, 2012, the Council approved distribution of the Plan and the adjacent communities and Kalamazoo County were notified to review and comment on the draft Plan. The 42 day review period ended on December 26, 2012 and letters were received from Oshtemo Township and Kalamazoo County.

In accordance with the Michigan Planning Enabling Act, the Planning Commission convened a public hearing during the January 3, 2013 meeting to consider the 2013 Recreation and Open Space Plan Update. No citizens spoke during the public hearing. After a brief discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Artley, to adopt the 2013 Recreation and Open Space Plan Update and forward the document to City Council. The motion was unanimously approved.

Sincerely,

A handwritten signature in black ink, appearing to read "James Cheesebro".

James Cheesebro, Chairman
City of Portage Planning Commission

Attachments: January 3, 2013 Planning Commission meeting minutes (DRAFT)

Aid organization and indicated the primary concern regarding donation boxes involves items left on the ground adjacent to the boxes. Mr. Dalton stated he does not foresee any problem with a 1,000 foot distance separation requirement between boxes. Mr. Cavallaro also stated he was supportive of the ordinance and suggested the Planning Commission consider: a) modifying the language of the ordinance to refer to the boxes as collection boxes rather than donation boxes; and b) permit an authorized representative to sign on behalf of the property owner. Mr. Cavallaro provided an overview of the growing collection box industry as well as the USAgain organization. Mr. Cavallaro concurred with Mr. Dalton that the primary concern regarding donation boxes involves items left on the ground adjacent to the boxes. Mr. Cavallaro also thought that the proliferation of boxes in a community can be a problem. Mr. Cavallaro stated that metal boxes are the standard in the industry and are safer and more stable than wood or resin boxes. Mr. Cavallaro indicated he prefers the 500 foot distance separation requirement and stated the allowance for a second box will reduce the occurrences of overflow and help the organization better manager service routes. Mr. Holland also expressed support of the proposed ordinance but requested the minimum 2-inch size print on the boxes for organization information not be required. Mr. Holland stated Better World Books currently has a ½-inch size print on the boxes and does not include a mailing address. As currently written, the ordinance would require revision of the Better World Books decal package. Finally, Mr. Holland stated he prefers the 500 foot donation box separation distance as currently proposed in the ordinance. No additional citizens spoke regarding the proposed ordinance.

The Commission, Mr. Forth and Attorney Brown discussed various aspects of the proposed ordinance, along with comments and suggestions received from the organization representatives. Attorney Brown suggested adding language that would expand the authority to sign applications, which would offer greater flexibility to the organization and property owner. Commissioner Artley suggested adding language to the ordinance that would require liability insurance to protect citizens and increase the separation requirement between boxes to 1,000 feet. Commissioner Stoffer suggested modifying the ordinance to require steel boxes, increasing setback standard from a public street, establishing a maximum box size of 4.5 feet by 4.5 feet by 7 feet high, and increasing the separation requirement to 1,000 feet if two boxes are present on a site. After additional discussion, a motion was made by Commissioner Welch, seconded by Commissioner Reiff, to adjourn the public hearing for the Donation Box Ordinance Amendment to the January 17, 2013 meeting. The motion was unanimously approved.

The Commission and staff continued discussion of the proposed donation box ordinance. Based on the comments received and the Commission discussion, Attorney Brown indicated he would likely be making minor changes to the ordinance for the January 17th meeting. The Commission also discussed whether any changes to the ordinance should be made now or during the January 17th meeting. Attorney Brown stated any changes to the ordinance should be made in the form or a motion with a majority vote of the Commission. After additional discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Artley, to incorporate the following changes into the draft ordinance for further consideration during the January 17th meeting: 1) Increase the separation distance to 1,000 feet between boxes; 2) allow two boxes on a site only if from the same company and the two boxes must abut each other; 3) require liability insurance; and 4) require metal boxes. The motion was unanimously approved.

2. 2013 Recreation and Open Space Plan Update. Mr. Forth summarized the staff report dated December 28, 2012 regarding the Plan update. Mr. Forth discussed substantive changes from the 2008 Plan and the incorporation of Commission comments received during the October 18, 2012 meeting. Commissioner Dargitz asked if Map 6 should be further modified to include forested areas similar to the Sensitive Land Areas map that is included in the Comprehensive Plan. Mr. Forth indicated that due to the size and scale of the map included in 2013 Recreation and Open Space Plan, the sensitive land areas are more generalized. Mr. Forth noted that the more detailed Sensitive Land Areas map is included in the 2008 Comprehensive Plan. An update of the Sensitive Land Areas map will be accomplished as part of the Comprehensive Plan update.

Mr. Bill Deming, Director of Parks, Recreation & Public Services, was present to support the Plan Update. In addition to updating the resources and recreational assets of the city, Mr. Deming stated one of the primary

purposes of the Plan update was to qualify for State of Michigan grant funds. No citizens were present to speak during the public hearing.

After a brief discussion, a motion was made by Commissioner Felicijan, seconded by Commissioner Artley, to adopt the 2013 Recreation and Open Space Plan Update and forward the document to City Council. The motion was unanimously approved.

NEW BUSINESS:

None.

OLD BUSINESS:

1. City of Portage 50th Anniversary Celebration – Recognition of Portage Businesses. Chairman Cheesebro summarized the communication from City Council to form a subcommittee to develop operational details associated with the “pass book” idea. Commissioner Dargitz asked for clarification on staff availability to assist the subcommittee. Mr. Forth indicated staff would be available on a limited basis to answer questions from subcommittee and assist with the use of potential city resources such as use of the city web site. Commissioners Dargitz, Felicijan, Stoffer and Artley volunteered to serve on the subcommittee. Commissioner Felicijan stated he would coordinate scheduling the first subcommittee meeting, likely before the January 17th meeting, and would send an email confirmation.

STATEMENT OF CITIZENS:

None.

ADJOURNMENT:

There being no further business to come before the Commission, the meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Christopher T. Forth, AICP
Deputy Director of Planning, Development & Neighborhood Services



RESOLUTION ADOPTING THE 2013 RECREATION AND OPEN SPACE PLAN BY THE PORTAGE CITY PLANNING COMMISSION

At a meeting of the Planning Commission of the City of Portage, Michigan, held on the 3rd day of January, 2013, at 7:00 p.m. local time at the Portage City Hall in the City of Portage, Michigan.

PRESENT: Cheesebro, Welch, Stoffer, Dargitz, Felicjian, Reiff and Artley

ABSENT: Patterson and Bosch

The motion to adopt the resolution was offered by Commissioner Felicjian and supported by Commissioner Artley.

WHEREAS, Act No. 33 of the Public Acts of the State of Michigan for 2008, as amended, mandates that the planning commission of a municipality prepare and adopt a Comprehensive Plan for the physical development of the municipality;

WHEREAS, the Recreation and Open Space plan is a sub-component of the Comprehensive Plan;

WHEREAS, the Portage City Planning Commission has prepared an updated Recreation and Open Space plan for the territory of the City of Portage that describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities; and

WHEREAS, after causing such notice to be given in the manner prescribed by law, and a public hearing having been held on January 3, 2013 in order to give the citizens of the City of Portage and surrounding areas an opportunity to be heard.

NOW, THEREFORE, BE IT RESOLVED that the 2013 Recreation and Open Space Plan, including the text together with all other related maps, charts and graphic information, is hereby adopted in accordance with Act 33 of the Public Acts of 2008, as amended.

BE IT FURTHER RESOLVED that this action be recorded on the plan and descriptive matter by the identifying signature of the Chairman of the City of Portage Planning Commission.

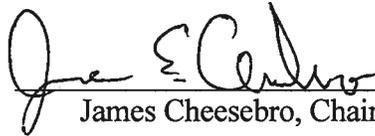
BE IT FURTHER RESOLVED that an attached copy of the plan be certified to the Portage City Council.

AYES: Cheesebro, Welch, Stoffer, Dargitz, Felicjian, Reiff and Artley

NAYS: None

RESOLUTION DECLARED ADOPTED.

The 2013 Recreation and Open Space Plan is hereby approved and adopted by the City of Portage Planning Commission.


James Cheesebro, Chairman

CERTIFICATION

STATE OF MICHIGAN)
)ss
COUNTY OF KALAMAZOO)

I, the undersigned, the duly qualified and acting City Clerk of the City of Portage, Kalamazoo County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Planning Commission of said City, held on the 3rd day of January 2013, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 11th day of January, 2013.


JAMES R. HUDSON, City Clerk

Prepared by:
RANDALL L. BROWN
City Attorney
1662 East Centre Avenue
Portage, MI 49002

APPROVED AS TO FORM
DATE 1/21/13
RS
CITY ATTORNEY

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TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager



SUBJECT: December 2012 Environmental Activity Report

SUPPORTING PERSONNEL: W. Christopher Barnes, Director of
Transportation and Utilities

EXECUTIVE SUMMARY:

City Council has a quality of environment goal to “*enhance environmental quality and protect natural resources.*” As a result, a monthly informational report with updates is provided to the Council that addresses numerous environmental projects and/or activities.

BACKGROUND INFORMATION:

Attached please find the December 2012 Summary Environmental Activity Report from Department of Transportation & Utilities Director, W. Christopher Barnes. New material, or material of specific interest to City Council is presented in italics.

The summary report is intended for informational purposes to comply with the goals and objectives adopted by City Council emphasizing the need to enhance environmental quality and protect natural resources. This report also serves to keep the Council, Planning Commission and Environmental Board apprised of current environmental issues.

FUNDING: n/a

Attachments: December 2012 Environmental Activity Report

SUMMARY ENVIRONMENTAL ACTIVITY REPORT
December 2012 (*updates in italics*)

<u>Project/Activity</u>	<u>Description</u>	<u>Status</u>
Portage City Landfill	Ongoing groundwater monitoring of former municipal landfill.	<ul style="list-style-type: none"> -City Council awarded a 3 year contract to American Hydrogeologic Corporation (AHC) on February 23, 2010 to perform annual groundwater sampling. The site groundwater data will continue to be monitored to confirm continuation of the natural attenuation process. Sampling shows continued improvement in groundwater quality. Sampling completed in April 2010. Annual report submitted to MDNRE in June 2010. General groundwater quality continues to improve, but site will require monitoring for the foreseeable future. 2011 sampling completed in March. 2011 annual report submitted to MDEQ, with moderate groundwater quality improvements. Investigation into methane gas presence in the groundwater is underway. First round of sampling completed in April 2012. Second round of sampling completed in June 2012. Initial results indicate no off-site impact. <i>Annual report submitted to MDEQ. Review meeting held September 21, 2012 with MDEQ with follow-up in October. AHC currently preparing costs and plan to finalize the MDEQ sampling requirements at the former landfill site.</i> -Coordination with property owners and City or State agencies ongoing. -<i>Review of 2 site/building plans and/or plats completed in December 2012.</i>
Site Inspection/Development Project Review	Review of existing business & industries and review of proposed business and industrial development projects for environmental protection purposes and/or building plans completed.	<ul style="list-style-type: none"> -<i>Sanitary sewer hookup permits issued in December 2012: 3 residential; 2 commercial.</i>
Sewer Connection Program	Groundwater protection program requiring residential/business hookup to the sanitary sewer where available.	<ul style="list-style-type: none"> -Five Year Lake Management Assessment District process was approved by City Council on March 23, 2010. Construction began on the Austin Dam reconstruction in December 2006 and new structure completed in March 2007. Filtration system construction was substantially completed in July 2008. Lake Association has completed 2012 plan and lake treatment completed in May 2012. <i>Review of program completed by Lakeshore Environmental Consultants. Planning underway for the 2013 season. Association has chosen to use Restorative Lake Services for consulting sources for 2013.</i>
West Lake Management Program	Special assessment district designed to maintain/improve lake conditions. <i>Special emphasis on weed control and non-point source pollution reduction.</i>	<ul style="list-style-type: none"> -Historical monitoring continues to show minor impacts at most basins. From 1993 through 2009 the monitoring program showed stable groundwater impacts due to stormwater infiltration. Alternative road salt practices continue to be
Retention Basin Sampling Program (Groundwater Elevation)	Investigation regarding potential impact of retention basins on groundwater levels.	

considered and evaluated. On March 23, 2010, City Council awarded a four-year contract to Wightman Environmental. Program will focus primarily on groundwater level information. The 2011 annual report received. *The 2012 report received and groundwater levels, especially on the east side of Portage, have decreased as a result of seasonal rainfall deficiencies. Typical groundwater table elevations drop is one to three feet.*

-Wellhead Protection Grant award received from MDEQ on August 30, 1999 and Council accepted the grant on October 5, 1999. Council also awarded contract to Earth Tech to complete WHPP. Earth Tech completed the final wellhead protection plan and MDEQ submittal was made on October 14, 2000. Plan was reviewed by MDEQ with written approval received in March, 2001. Staff has met internally to discuss the future needs to update the plan pending grant opportunities. Plan implementation is ongoing.

-City Council awarded contract on August 21, 2001 to Soil & Materials Engineers for monitoring and analysis of groundwater impact of the new compost operation. Drilling was completed in October 2001 and first sampling cycle was completed in February 2002. Semi annual sampling was performed from 2002 to 2011 in June and January. Sampling and analysis results continue to show no groundwater impacts from the leaf composting. Sampling schedule was reduced to annual sampling in 2009 with results showing continued minor impact on groundwater quality. Sampling completed in June 2012 with minimal groundwater impacts. *Next sampling in June 2013.*

-Received NPDES general permit on August 15, 2001. Renewal Application submission was made to MDEQ on March 7, 2003. New permit received in 2004 mandates involvement in several county watershed groups. City staff completed the submission of a Stormwater Pollution Prevention Initiative (SWIPPI) as required by NPDES permit. SWIPPI submitted on October 21, 2005. New certificate of coverage permit was issued by MDEQ on September 30, 2009. New permit covers a 5 year timeframe with first work item (updating the Public Participation Plan) due December 11, 2009. Plan update completed with other local governments and submitted November 24, 2009. Staff completed an updated SWIPPI submittal to MDEQ. SWIPPI was submitted for MDEQ approval on June 25, 2010. Permit implementation is ongoing. Received a notice from MDEQ rescinding the 2008 permit due to a recent court case ruling. MDEQ reinstated the 2003 permit for implementation. Information on new permit requirement was received February 2011. MDEQ expected to issue new permit in 2014. *City staff presented public information with other local agencies at the 2011 and 2012 Home Expo. Tour of Liberty Park Stormwater treatment was held September 6, 2011 for the Southwest Michigan Soil Control Association.*

Wellhead Protection Program (WHPP)
 Development of program to protect City well fields and surrounding area from contamination resulting from improper land use.

Leaf Compost Monitoring Program
 Monitoring and analysis of groundwater at the new Oakland Drive Leaf Compost site.

National Pollution Discharge Elimination System (NPDES) permit implementation
 Five year plan to implement the current NPDES stormwater permit.

2010-11 annual report was submitted on January 20, 2012. Implementation is ongoing. Stormwater informational talk was given to Pfizer, Inc., employees on April 28, 2012. MDEQ scheduled an audit of the program for July 12, 2012. Audit completed with satisfactory results. Several follow-up items with MDEQ to be addressed by staff in December 2012. Program implementation is ongoing.

National Pollution
Discharge Elimination
System (NPDES) permit
implementation

Kalamazoo River Mainstem Watershed
Management Plan

-First meeting was held September 17, 2004. Proposals for completing the watershed plan were received by Kalamazoo County on September 15, 2005 and a contract awarded to Kieser & Associates in November 2005. Draft watershed plan submitted to MDEQ on December 30, 2005. Review comments received from MDEQ and revised watershed plan due in December 2006. A letter not to revise the Watershed Plan was submitted to the MDEQ on March 17, 2008. Public participation plan update submitted to MDEQ on November 24, 2009. Kalamazoo River Water Festival was held on August 14, 2010 with City of Portage participation. Preliminary grant request submitted September 16, 2010 for West Fork of Portage Creek storm water enhancements. Complete grant application was submitted on October 25, 2010. Notice received July 18, 2011 that grant application was not awarded. Kalamazoo River Watershed council completed a watershed update in November, 2011. No new developments.

Portage River Watershed Management
Plan

-Public participation plan submitted June 28, 2004. Proposals for a Watershed Management Plan were received by the Kalamazoo County Road Commission and a contract awarded to the Kalamazoo County Conservation Service in November 2005. Draft watershed plan submitted to MDEQ on December 30, 2005. Follow-up meetings are held monthly to facilitate an implementation schedule. Portage River Watershed public meeting held in Vicksburg on April 11, 2006. Review comments received from MDEQ and revised watershed plan due November 2006. Revised Watershed Plan submitted November 30, 2006, follow up meetings to be held as necessary. A letter not to revise the Watershed Plan was submitted to the MDEQ on March 17, 2008. Public participation plan update submitted to MDEQ on November 24, 2009. Based upon MDEQ comments, the plan was revised and resubmitted on December 21, 2009. Interest has been raised by local conservation groups to update the current Watershed Plan using grant funds. Meeting held on May 9, 2011 among stakeholders to determine interest in updating the current water shed plan. Second meeting held on June 20, 2011, and grant application submitted by Kalamazoo and Calhoun County Conservation District to update the Watershed Plan. *Grant for watershed update was awarded to Calhoun County Conversation District. First kick-off meeting held December 13, 2012 to introduce working partners and information gathering. Next meeting scheduled for March 2013.*

Plan to implement and maintain an Illicit Discharge Elimination Program (IDEP).

-On October 21, 2001, City Council awarded a contract to Fishbeck, Thompson, Carr and Huber for the Portage Creek element of the IDEP, which was completed in July 2002. On February 19, 2002, City Council approved a new ordinance as required by the NPDES permit titled "Storm Water Illicit Discharges and Connections". On April 28, 2004, City Council accepted a grant from the State of Michigan in the amount of \$152,264 and awarded a contract to Fishbeck, Thompson, Carr and Huber in the amount of \$184,264 for the remainder of the IDEP for the entire city. Program implementation is ongoing as funding allows. Continued outfall sampling is required by permit and will be budgeted accordingly. IDEP program was updated for submittal to MDEQ on June 25, 2010, and part of the SWIPPI. Implementation is ongoing. *Two potential illicit discharges were investigated with MDEQ in 2012.*

Storm Sewer Outfall Testing

On March 23, 2011, City Council awarded a four year contract to Wightman Environmental to perform testing of selected storm sewers which discharge to surface water. This work is required as part of the NPDES permit. 2011 annual report received with minor surface water impacts from the Woodland Avenue discharge. Testing will continue in November 2012. 2012 report received with continuing minor impacts from the Woodland Avenue outfall. Testing results are reported to MDEQ.

Garden Lane Arsenic Removal Facility

Construction of a water treatment facility at the Garden Lane Wellfield to remove arsenic, iron and manganese from the groundwater.

Facility is in operation with ribbon cutting held August 2, 2010. The facility is producing approximately one million gallons of water per day. Staff conducted a tour of the facility on April 27, 2011 to the local Chapter of the National Society of Professional Engineers. Facility is in regular operation. Plant tour for Stryker Engineering group was held on June 19, 2012. City Staff in conjunction with the Environmental Board is working on a sustainable native planting landscape design with Native Connections Inc. for the facility. *Regrading and installation of native landscaping seeding completed on November 16, 2012. Germination results in spring 2013 will determine if additional seeding is required.*

Environmental Incident/Spill Clean Up Notification

Environmental Protection Program to assist Portage Police/Fire Departments with spill containment and spill cleanup.

-The number of environmental incident/spill investigations performed in December 2012 – 0. Number of environmental cleanups in December – 0. Emergency spill response contract for 2013-14 with Terra Contracting will be renewed.

Hampton Wetland Area Water Level

Assistance with the Inverness Condominium Association to Review Surface Water Levels

-Ongoing assistance with the Condominium Association to develop appropriate measures to regulate the rising water level in Hampton Wetlands Area located on the north side of West Centre Avenue and east of Angling Road. Met with MDEQ staff to determine feasible method to lower water levels. Association currently working with MDEQ permit staff on February 26, 2010 to clarify permit requirements. Lower groundwater table elevation has reduced the

concerns from the Condominium Association. Conference call with MDEQ held on December 8, 2010 to discuss permit submission updates. Condo Association discussing project with other property owners for support. Association submitted a letter to City Administration asking that the city consider the Wetland Water Level Regulation a municipal project. On March 22, 2011, city staff response recommending the Association consider governmental lake board. The Association is considering next steps. No new developments. Seasonal low water levels have reduced the urgency to control water levels.

Southwest Michigan Regional Sustainability Covenant

Collaborative effort with local government, academic, and other stakeholders to lead toward environmental, economic and social sustainability.

-On May 12, 2009, City Council approved the Southwest Michigan Regional Sustainability Covenant. A sustainability work session was held April 14, 2010, to review elements of the covenant in cooperation with the City of Kalamazoo and the City of Battle Creek. A grant application was made to MDNRE for a greenhouse gas inventory study of the area. Notice received July 15, 2010 that the grant application was not successful. City staff attended a September 10, 2010 meeting in Grand Rapids to discuss sustainable economic, environment, and society programs. No new developments.



TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager

SUBJECT: Closed Session

SUPPORTING PERSONNEL: n/a

ACTION RECOMMENDED: That City Council hold a closed session immediately following the regularly scheduled City Council Meeting of January 22, 2013, to discuss a City Attorney communication.

EXECUTIVE SUMMARY:

This session is being convened to review the communication provided to City Council in the Materials Transmitted of January 18, 2013.

BACKGROUND INFORMATION:

A closed session is requested immediately following the regularly scheduled City Council meeting of January 22, 2013, to discuss an attorney communication. City Council will reconvene in public session subsequent to completion of the closed session.

FUNDING: N/A

Attachments: none

Environmental Board's Purple Loosestrife Program 2012 Annual Report

Activities & Progress in 2012

- Beetles were released on June 1, 2012, at the same sites as last year: Consolidated Drain (behind D&W on Romence), Lakeview Park, Mandigo Marsh and Millennium Park. Unlike last year, beetles were released directly to regenerate in the field rather than at the Vicksburg High School greenhouse. Environmental Board (EB) is experimenting with this new release methodology to increase beetle impact. Attached photo shows beetles prior to release at Consolidated Drain.
- Beetles were purchased from Integrated Weed Control of Bozeman, MT – the same source used by the Kalamazoo Nature Center.
- Field surveys conducted in July and August provided evidence of beetles feeding on Purple Loosestrife plants (PLS). Attached photos taken at Millennium Park, August 7, 2012, showing healthy and strained PLS plants.
- EB conducted a PLS pull at Consolidated Drain, to remove isolated plants not in the area of beetle releases.

Planned Activities

- The resurgence of PLS has changed the character of our program. Previously reported as a mature program is now requiring creative ideas. Experimenting with the direct release methodology will be evaluated over a five-year period ending in 2017.
- Conduct annual pulls to eradicate isolated PLS.
- Increase volunteer participation by increasing public awareness of PLS.
- Maintain contact with Michigan State University for updates concerning the rearing of the Galerucella beetle.
- Maintain contact with Kalamazoo Nature Center for information on other area PLS control programs.
- Update density map (shows spread of PLS in Portage, last updated 2008).
- Annually report to City Council on the program's activities and progress.

Program's History

- Purple Loosestrife is an invasive species native to Europe and Asia. It will grow in any moist environment. In the City of Portage, Purple Loosestrife is observed along the shorelines of Austin, Gourdneck and Long lakes, in the channels between the lakes, wetland areas (Mandigo Marsh) and along some of the banks of Portage Creek. There are no domestic enemies for the plant and it will overtake native vegetation. A concern is that removal of native vegetation will impact the wildlife species that depend on them.
- In April 2001, members of the Environmental Board initiated a small project using a USDA-approved biocontrol method to reduce Purple Loosestrife within the city. The biocontrol method uses a European species of Galerucella beetle that feeds specifically on Purple Loosestrife.

- On October 18, 2005, the City Council approved the Environmental Board's plan for the measurable reduction (environmental control) of Purple Loosestrife within the City of Portage by 2012.
- In 2006, a Working Group was formed, as required by the PLS plan, to manage the program and report to the Environmental Board. Members represent associations from Austin, Gourdneck, and Long Lakes along with the Kalamazoo Nature Center, Parks, Recreation & Public Services Department and the Environmental Board.
- Annually, starting in 2006 through 2011 beetles were regenerated at a greenhouse, (usually at Vicksburg high school) which is part of a consortium led by Kalamazoo Nature Center. A PLS density map was developed to determine possible beetle release locations, including Austin/Long Lake channel, Lakeview Park and Consolidated Drain project.
- Release sites are photographed every August to reflect visual changes in PLS density. Photographs are compared and evaluated to determine relative density and represented on a PLS density map of the city. The map is updated depending on whether there have been significant changes. The program's progress is reported via an annual report to the City Council, the Environment Board web page and an Environment Board sign displayed at Lakeview Park.
- Five treatment sites were marked with signs in 2010.

Attachments (map of PLS areas and PLS pictures)

By: Martin Sepanik, Environmental Board Member

2012 Purple Loosestrife Report

#3



Flowering Purple Loosestrife plant with Beetle feeding evidence.



Typical Purple Loosestrife Appearance

Reston #3



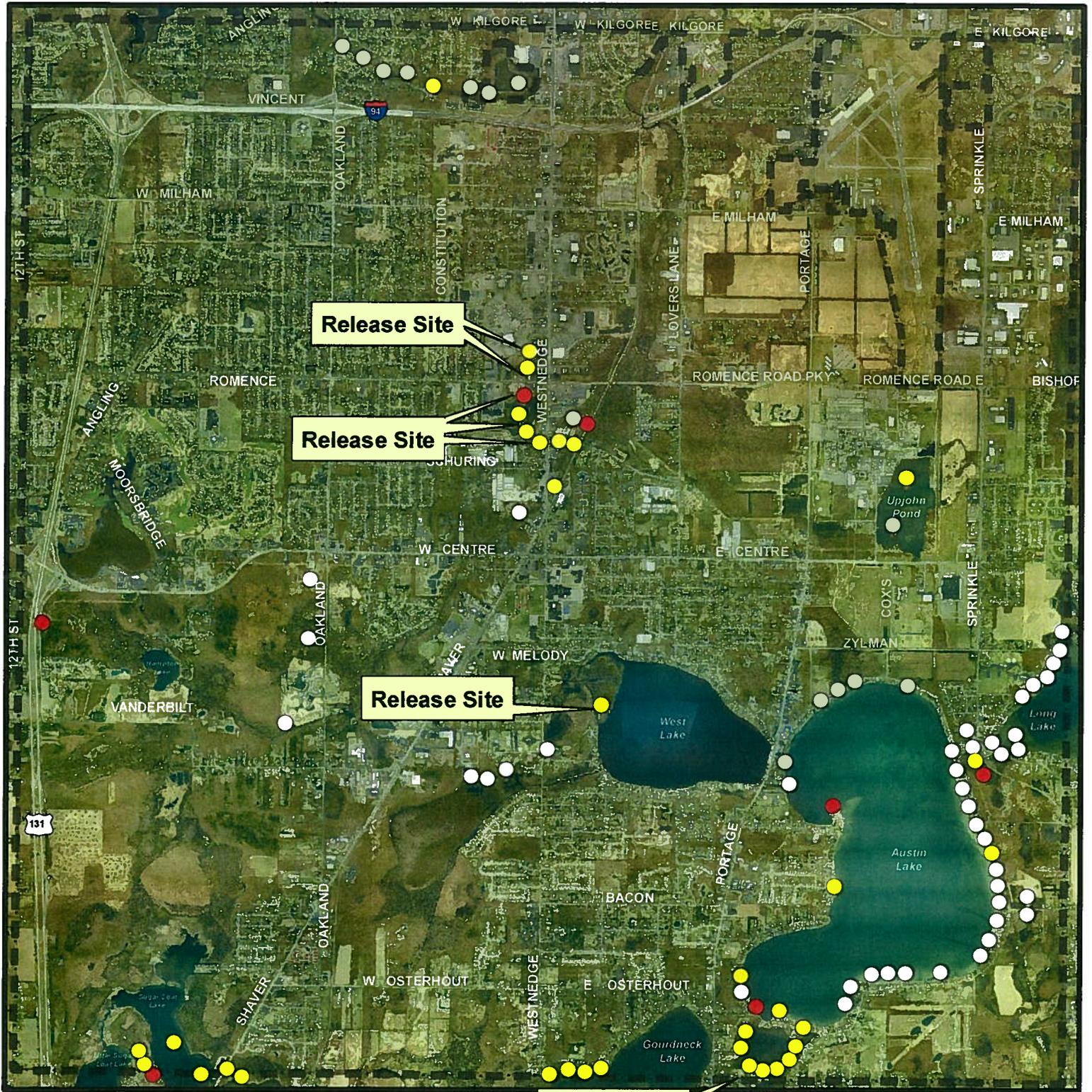
Delivered Beetles ready for transplanting to live plants.



Evidence of Beetle feeding.

#3

Purple Loosestrife Concentration Areas and Galerucella Beetle Release Sites



Legend

- Mild (Less than 1 plant/sq yard but plants are present)
- Moderate (1-3 plants/sq yard)
- Dense (Greater than 3 plants/sq yard)

 City Boundary

Release Site



1 inch = 4,120 feet

Date: 1/11/2013

Date of Imagery: March, 2009

**TRANSMITTAL FROM
HUMAN SERVICES BOARD**

DATE: January 11, 2013

TO: Honorable Mayor and City Council

FROM: Sandra Sheppard, Chair, Human Services Board

SMSJ
SUBJECT: Representative to Kalamazoo Transit Authority Local Advisory Committee

As you are aware, on October 4, 2012, Mark Meulman resigned from the Human Services Board. Mr. Meulman had been serving as the City of Portage representative on the Kalamazoo Transit Authority Local Advisory Committee. The Human Services Board has reviewed the issue of Portage representation on the Kalamazoo Transit Authority Local Advisory Committee. At the December 6, 2012 Human Services Board meeting, a motion was approved to recommend that Ray LaPoint be appointed as the City of Portage Human Services Board representative to the Kalamazoo Transit Authority Local Advisory Committee with Elma (Pat) Maye nominated if Mr. Lapoint was unable to serve. It has since been determined that Ms. Maye will be able to serve. She can begin her tenure immediately upon your approval.

Attached for your reference is the Human Services Board meeting minutes that summarize the Board discussion on this issue. Please feel free to contact me if there are additional questions or comments regarding this matter.

Attachments: December 6, 2012 Human Services Board meeting minutes

Ec: Director Vicki Georgeau

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of Meeting, December 6, 2012

CALL TO ORDER: Approximately 6:40 p.m.

MEMBERS PRESENT: Diane Durian, Elma (Pat) Maye, Nadeem Mirza, Edward Morgan, Sandra Sheppard, Amanda Woodin, Tim Wilger (Youth Advisory Committee Liason)

MEMBERS EXCUSED: Ray LaPoint

MEMBERS ABSENT: Kelly Williams

CITIZENS PRESENT: Gwen Morgan, Bill Lenehan

STAFF PRESENT: Elizabeth Money, Neighborhood Program Specialist

APPROVAL OF MINUTES: A motion was made by Mirza and supported by Morgan to approve the November 1, 2012 minutes as submitted. Upon voice vote, motion passed 6-0.

NEW BUSINESS:

FY 2013-14 Human/Public Service Grant Review Process and January Meeting Schedule: Sheppard provided an overview of the upcoming grant review process and the Board discussed the presentations, the criteria, and the allocation of funds. Sheppard then reviewed the upcoming meeting dates of January 3rd, January 17th, and February 7, 2013 and stressed that a quorum was needed. Money said she would send an email to Board members confirming attendance prior to the scheduled meeting date.

Kalamazoo Transit Authority Local Advisory Committee: After a brief discussion on the Committee and meeting dates, it was decided if LaPoint was still interested in serving that he should be appointed. However, due to his absence, Maye volunteered to serve if LaPoint was unable. Mirza made a motion and Morgan supported that LaPoint be appointed the city representative to the Kalamazoo Transit Authority Local Advisory Committee and that Maye be appointed if LaPoint was unavailable. Upon voice vote, motion passed 6-0.

STATEMENT OF CITIZENS:

ADJOURNMENT: There being no further business before the Board, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Elizabeth Money, Neighborhood Program Specialist

TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager 

SUBJECT: Bid Recommendation – Mowing & Trimming

SUPPORTING PERSONNEL: William Deming, Director of
Parks, Recreation and Public Services

ACTION RECOMMENDED: That City Council approve a three-year contract with the low bidders:

- a. Irish Ayres Enterprises, LLC in the annual amount of \$116,026 for mowing, trimming and landscape maintenance of city roadsides/boulevards, City Centre area and outlots;
- b. J&J Lawn Service, Incorporated, in the annual amount of \$12,445 for mowing, trimming and landscape maintenance of Michigan Department of Transportation (MDOT) properties within the city;

both with an option for three, one-year renewals, and authorize the City Manager to execute all documents related to this action on behalf of the city.

EXECUTIVE SUMMARY:

The city has obtained bids for mowing, trimming and landscape maintenance of properties owned by the city as well as Michigan Department of Transportation. The bids were categorized into four divisions: 30 locations for roadsides/boulevards; 26 locations in City Centre; 15 locations for outlots, and; five locations for MDOT properties. By having the divisions, it is recognized that some vendors may not be able to perform all the work that is required within any particular division but creating competition among vendors. Council is presented with a recommendation to award low bids to two vendors for three years at bid prices submitted with the option of three additional, one-year renewals. The one year renewals will be generally predicated upon, among other items, pricing which is at or below anticipated CIP adjustments for future years. Outsourcing of these services benefit the city in the way of less expenditures related to manpower and equipment.

BACKGROUND INFORMATION:

On November 8, 2012 bids were opened for mowing, trimming and landscape maintenance of portions of city roadsides/boulevards, City Centre, outlots and certain MDOT properties. Through outsourcing a significant portion of necessary mowing and trimming work to private contractors, several benefits are realized including a reduction of overtime, direction of personnel to other critical maintenance needs, reduction of major equipment needs and a reduction in the city purchase and repair of small equipment. The program has been effective for over 20 years and is

carefully monitored to ensure that all properties are maintained to the desired level of quality.

Bids were requested for four separate divisions with award given to the low bidder in each division. Irish Ayres Enterprises, LLC submitted the low bid of \$116,026 for the maintenance of city roadsides/boulevards, City Centre and outlot divisions. J&J Lawn Service, Incorporated, submitted the low bid of \$12,445 for the MDOT properties division. This bid was structured to allow a three-year contract with three additional yearly renewals upon the mutual agreement of both parties. Both firms are well established and qualified to perform the work required, having performed mowing services for the city during past contracts.

It is recommended that Council approve a three-year contract with Irish Ayres Enterprises, LLC for mowing, trimming and landscape maintenance of roadsides/boulevards, City Centre and outlots in the annual amount of \$116,026 and with J&J Lawn & Landscape for mowing, trimming and landscape maintenance of MDOT properties in the annual amount of \$12,445 with an option for three, one-year renewals and authorize the City Manager to execute all documents related to this action on behalf of the city.

FUNDING:

Funds have been budgeted to cover the cost of the contractual services in the FY 2012-13 budgets for parks, public facilities, public safety and major streets budgets.

Attachments: Bid tabulation

Bid Tabulation
Mowing, Trimming and Landscape Maintenance

<u>Bidder</u>	<u>Section A</u> <u>Roadsides/Blvds.</u>	<u>Section B</u> <u>City Centre</u>	<u>Section C</u> <u>Outlots</u>	<u>Section D</u> <u>MDOT Property</u>
Irish Ayres Enterprises, LLC dba Earth Works Lawn & Landscape 14821 N. Barton Lake Dr. Vicksburg, MI 49097-9792	\$67,010.00	\$44,636.00	\$4,380.00	No Bid
J & J Lawn Service, Inc. 8975 Portage Industrial Dr. Portage, MI 49024	\$70,990.00	\$52,630.00	\$5,460.00	\$12,445.00
Wolverine Lawn Services, Inc. 2420 N. Westnedge Ave. Kalamazoo, MI 49004	No Bid	\$63,312.00	No Bid	No Bid
E. Niewoonder & Sons, Inc. 2319 N. Drake Kalamazoo, MI 49006	No Bid	\$60,486.00	\$6,300.00	No Bid
Stap Brothers Lawn & Landscape Service, Inc. PO Box 188 Hickory Corners, MI 49060	\$72,952.00	\$70,960.00	No Bid	No Bid
Naylor Landscape Management, Inc. 1300 S. 8th Street Kalamazoo, MI 49009	No Bid	\$58,429.00	No Bid	No Bid

TO: Honorable Mayor and City Council

FROM: Maurice S. Evans, City Manager



SUBJECT: Bid Recommendation - Landscape Bed Maintenance

SUPPORTING PERSONNEL: William Deming, Director of
Parks, Recreation and Public Services

ACTION RECOMMENDED: That City Council approve the low bid for a three-year contract with Stap Brothers in the yearly amount of \$32,054 for landscape bed maintenance, with an option for three annual contract extensions and authorize the City Manager to execute all documents related to this action on behalf of the city.

EXECUTIVE SUMMARY:

Competitive bids were obtained for a three year contact with the option of three, one year renewals for landscape bed maintenance on city owned properties at various locations in the community. Council is presented with a recommendation to award a low bid to a vendor for three years at bid prices submitted. The one year renewals will be generally predicated upon, among other items, pricing which is at or below anticipated CPI adjustments for future years. Outsourcing of these services benefit the city in the way of less expenditures related to manpower and equipment.

BACKGROUND INFORMATION:

On November 15, 2012 bids were opened for landscape bed maintenance in the City Centre, park and utility areas. Scheduled mulching, pruning and weeding of landscape beds in these areas have been provided through contractual services since 2005. Outsourcing the landscape bed work allows city personnel to accomplish other critical duties during the busy spring/summer seasons and limits the need for city-owned specialized equipment required for this work.

The bid was structured for interested vendors to provide a set yearly price for a three-year period with the option for three annual extensions following completion of the initial three years. Two bids were received, with Stap Brothers submitting the low yearly bid in the amount of \$32,054. Stap Brothers has performed landscape maintenance for the city in the past and has proven to be a reliable and capable contractor.

It is recommended that City Council approve a three-year contract for landscape bed maintenance with Stap Brothers in the yearly amount of \$32,054 with an option for three, one-year renewals and authorize the City Manager to execute all documents related to the action.

FUNDING:

Funds have been budgeted to cover the cost of the contractual services in the FY 2012-13 Parks, Roadside Maintenance and Utility funds.

Attachments: Bid tabulation

Bid Tabulation
Landscape Bed Maintenance

<u>Bidder</u>	<u>Bid</u>
Stap Brothers PO Box 188 Hickory Corners, MI 48060	\$32,054.00
Irish Ayres Enterprises LLC dba Earth Works Lawn & Landscape 14821 N. Barton Lake Dr. Vicksburg, MI 49097	\$37,380.00