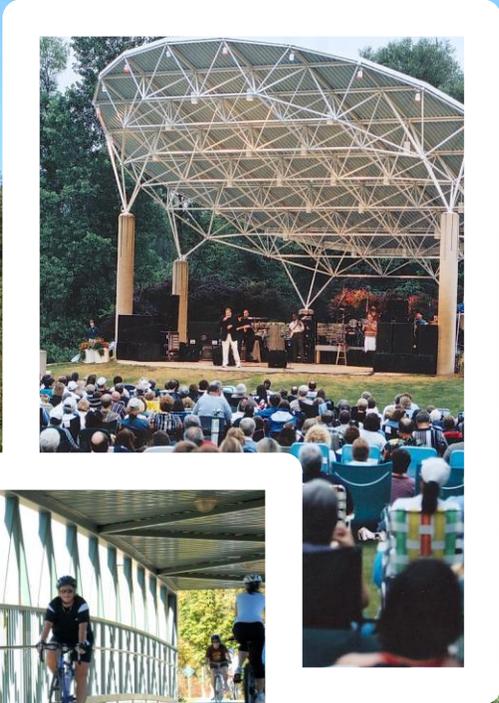




2013 RECREATION AND OPEN SPACE PLAN

(INCLUDING 2014 AMENDMENTS)





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

At a meeting of the Planning Commission of the City of Portage, Michigan, held on the 19th day of June, 2014 at 7:00 p.m. local time at the Portage City Hall in the City of Portage, Michigan.

PRESENT: Patterson, Stoffer, Welch, Felicijan, Schimmel, Somers and Richmond.

ABSENT: Dargitz and Bosch.

The motion to adopt the resolution was offered by Commissioner Felicijan and supported by Commissioner Patterson.

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 and fringe areas;

WHEREAS, the 2013 Recreation and Open Space plan is a sub-component of the Comprehensive Plan;

WHEREAS, the Portage City Planning Commission has prepared amendments to the 2013 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 June 19, 2014 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 amendments, including the text together with all other related maps, charts and graphic information, are 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: Patterson, Stoffer, Welch, Felicijan, Schimmel, Somers and Richmond.

NAYS: None

RESOLUTION DECLARED ADOPTED.

This plan is hereby approved and adopted by the City of Portage Planning Commission.


Paul Welch, 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 19th day of June, 2014, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 20th day of June, 2014.


JAMES R. HUDSON, City Clerk

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

T:\COMMDEV\2013-2014 Department Files\Planning Files\2013-14 Master Plan\Resolutions\2013 Recreation and Open Space Plan Amendments (resolution).docx

APPROVED AS TO FORM
DATE 5/27/14

CITY ATTORNEY

2013 City of Portage Recreation and Open Space Plan

This document was prepared by:

The City of Portage

This plan is based on the 2008 City of Portage Recreation and Open Space Plan and the City of Portage 2008 Comprehensive Plan and subsequent comprehensive plan updates.

This document was revised in accordance with the guidelines for the Development of Community Park, Recreation, Open Space and Greenway Plans supplied by the Michigan Department of Natural Resources Grants, Grants Management.

The City of Portage wishes to acknowledge the efforts of the following individuals in the preparation of this document.

Parks, Recreation & Public Services Department

William Deming, Director

Jill Hess, Deputy Director Recreation and Senior Citizens Services

Tricia Keala, Recreation Program Manager

Allison Alexander, Celery Flats and Cultural Coordinator

Kathy VanLeeuwen, Administrative Assistant

Community Development Department

Victoria Georgeau, Director

Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services

Karl Klemm, GIS Specialist

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I. Plan Review and Adoption

- A. Notice of Intent: 09/04/12**
- B. Park Board Letter: 10/11/12**
- C. Planning Commission Letter: 10/26/12**
- D. City Council Agenda/Minutes: 11/06/12**
- E. City Website Notice of Review: 11/09/12**
- F. 42-day Review Notice & Distribution: 11/13/12**
- G. Review Responses**
- H. Public Hearing Notice: 12/17/12**
- I. Planning Commission: 01/03/13**
- J. Resolutions of Adoption**
- K. Transmittal Letters**



September 4, 2012

City of Kalamazoo
Community Planning & Development
415 Stockbridge Avenue
Kalamazoo, MI 49001

Kalamazoo/Battle Creek
International Airport
5235 Portage Road
Portage, MI 49002

Oshtemo Township
Planning Department
7275 West Main St.
Oshtemo, MI 49009

Kalamazoo County
Planning & Community Dev.
201 West Kalamazoo Ave.
Kalamazoo, MI 49007

Schoolcraft Township Offices
50 East VW Avenue
Vicksburg, MI 49097

Prairie Ronde Township Offices
14710 South 8th Street
Schoolcraft, MI 49087

Brady Township Offices
13123 South 24th Street
Vicksburg, MI 49097

Consumers Energy
2500 East Cork Street
Kalamazoo, MI 49006

Pavilion Township Offices
7510 East Q Avenue
Scotts, MI 49088

Comstock Township Offices
6138 Kings Highway
Comstock, MI 49053

Texas Township Offices
7110 West Q Avenue
Texas Township, MI 49009

Kalamazoo County
Transportation Authority
530 North Rose Street
Kalamazoo, MI 49007

Pennsylvania Lines LLC
110 Franklin Road, SE
Roanoke, VA 24042

CITY OF PORTAGE PLANNING COMMISSION NOTICE OF INTENT TO AMEND THE RECREATION AND OPEN SPACE PLAN ELEMENT OF THE COMPREHENSIVE PLAN

In accordance with MCL 125.3839, Michigan Planning Enabling Act (Public Act 33 of 2008, as amended), you are hereby given notification of the City of Portage Planning Commission intent to amend the Recreation and Open Space Plan element of the Comprehensive Plan. Once the Portage City Council approves the distribution, a copy of the Recreation and Open Space Plan will be forwarded to your attention via electronic mail for review and comment.

The City of Portage Planning Commission formally requests your cooperation with review and comment of the Comprehensive Plan amendment. If you have any questions, please contact Vicki Georgeau, Director of the Department of Community Development at (269) 329-4477.

PORTAGE PLANNING COMMISSION:

James Cheesebro, Chairman
Paul Welch
Wayne Stoffer
Rick Bosch
Miko Dargitz
Allan Reiff
Bill Patterson
Dave Felijican

S:\2012-2013 Department Files\Board Files\Planning Commission\PC reports\2012 Recreation & Open Space Plan\2012 08 24 Notice of Intent to Amend.doc

CITY OF PORTAGE

PARK BOARD

7900 SOUTH WESTNEDGE AVENUE, PORTAGE, MI 49002

October 11, 2012

Dear Members of the Portage Planning Commission:

Re: Proposed 2013 Recreation and Open Space Plan Update

Attached to this communication is a copy of the proposed 2013 Recreation and Open Space Plan Update prepared by the Parks, Recreation & Public Services Department. The Recreation and Open Space Plan is an element of the Comprehensive Plan and must be updated every five years to comply with community recreation planning guidelines established by the Michigan Department of Natural Resources Grants Management Division. The proposed 2013 Recreation and Open Space Plan includes updated community profile information, citizen survey data gathered from the 2011 Citizen Survey, park facility additions and modifications and recreation program revisions that reflect the changing needs occurring in the community and park system since the 2008 plan update.

During the October 10, 2012 meeting, the Park Board completed a thorough review of the proposed 2013 City of Portage Recreation and Open Space Plan Update. At the conclusion of the discussion, the Park Board voted unanimously to forward the Plan to the Planning Commission to initiate the formal public hearing process in accordance with the requirements Public Act 33 of 2008, Michigan Planning Enabling Act.

Sincerely,



Susan William, Vice-Chairperson
Portage Park Board

TO: Honorable Mayor and City Council
FROM: Planning Commission
DATE: October 26, 2012
SUBJECT: 2013 Recreation and Open Space Plan Update

During the October 18, 2012 meeting, the Planning Commission reviewed and discussed the 2013 Recreation and Open Space Plan Update. Ms. Jill Hess, Deputy Director of Recreation & Senior Citizen Services, was present to discuss various aspects of the draft plan document and to answer questions from the Commission. No citizens were present to comment on the 2013 Recreation and Open Space Plan Update.

After discussion, a motion was made by Commissioner Bosch, seconded by Commissioner Reiff, to forward the 2013 Recreation and Open Space Plan Update to City Council with consideration of the following: 1) Inclusion of a natural features/sensitive areas map similar to the map included in the 2008 Comprehensive Plan; 2) Inclusion of definitions within the text portion of the Water Resources section, and 3) Inclusion of other clarifications/corrections identified by the Commission during the review and discussion of the draft document. These additional clarifications/corrections are summarized in the meeting minutes which are attached to this transmittal. The motion was unanimously approved.

Sincerely,



James Cheesebro, Chairman
City of Portage Planning Commission

s:\commdev\2012-2013 department files\memos\manager\2012 10 26 mcc 2013 recreation & open space plan update(pc).doc

CITY OF PORTAGE

COMMUNICATION

TO: Maurice S. Evans, City Manager

DATE: October 26, 2012

FROM: Vicki Georgeau, Director of Community Development

SUBJECT: 2013 Recreation and Open Space Plan Update

The Department of Parks, Recreation and Public Services has initiated an update of the 2008 Recreation and Open Space Plan, which is an element of the Comprehensive Plan. As required by the Michigan Department of Natural Resources (MDNR) for park acquisition and development grants consideration, the Plan and is updated every five years.

The following summarizes the substantive changes since the 2008 Plan update:

1. The Eliason Nature Reserve has been added to the inventory of park facilities.
2. Portage South Central Greenway has been identified, which includes the West Lake Nature Preserve, South Westnedge Park, Bishops Bog, Schrier Park and Eliason Nature Reserve.
3. Content of the Plan has been revised to fulfill MDNR Grants requirements.
4. The Plan has been updated to reflect changes in the city organization and the revised vision and mission for the Parks & Recreation divisions.
5. Recreation Inventory has been revised to be consistent with MDNR Grant guidelines.
6. Planning Process, Public Input and Public Information has been added to fulfill MDNR requirements.
7. Short-term Objectives, Action Plan Priority List and Financial Program has been updated to reflect the 2012-2013 Capital Improvement Program

During the October 10, 2012 meeting, the Parks Board reviewed the draft 2013 Recreation and Open Space Plan Update and recommended approval of the Plan update to the Planning Commission. The Planning Commission reviewed the draft document during the October 18, 2012 meeting and voted unanimously to forward the 2013 Recreation and Open Space Plan Update to City Council with several recommended revisions, which have been incorporated into the Plan.

Pursuant to the Michigan Planning Enabling Act (Act 33 of 2008, as amended), once the Planning Commission has completed review of the draft document, it is submitted to the legislative body for review and comment. The City Council must then approve the distribution of the 2013 Recreation and Open Space Plan Update to adjacent communities and the county, which are provided up to 42 days to review the plan and submit any comments. At the conclusion of the review and comment period, the Planning Commission will conduct a public hearing and review any comments regarding the 2013 Recreation and Open Space Plan Update. After considering comments and any changes, the Planning Commission will provide a recommendation to City Council. The MDNR requires that the recreation plan element of the Comprehensive Plan be adopted by the local governing body.

Attached please find the Planning Commission transmittal and meeting minutes, Department of Community Development communication and related materials.

Attachments: Planning Commission transmittal dated October 19, 2012
Planning Commission meeting minutes dated October 18, 2012
Department of Community Development report dated October 12, 2012

CITY OF PORTAGE

COMMUNICATION

TO: Honorable Mayor and City Council

DATE: October 26, 2012

FROM: Maurice S. Evans, City Manager



SUBJECT: 2013 Recreation and Open Space Plan Update

- ACTION RECOMMENDED:** That City Council:
- a. review the proposed 2013 Recreation and Open Space Plan Update; and
 - b. approve the distribution of the 2013 Recreation and Open Space Plan Update to the Planning Commissions of adjacent communities and to the Kalamazoo County Planning Commission.

The proposed 2013 Recreation and Open Space Plan Update, which is an element of the Comprehensive Plan, has been prepared by the City Administration. The update was reviewed by the Parks Board on October 10, 2012, and the 2013 Recreation and Open Space Plan was subsequently recommended for approval by the Planning Commission. The Planning Commission reviewed the update on October 18, 2012, accepted the updated plan document with revisions and forwarded the update to City Council. Pursuant to the Planning Enabling Act (Act 33 of 2008), once the Planning Commission has completed their review of a proposed amendment to the Comprehensive Plan, the draft document is submitted to the legislative body for review and comment. The City Council must then authorize the distribution of the proposed 2013 Recreation and Open Space Plan Update to adjacent communities, as well as the county.

A copy of the proposed 2013 Recreation and Open Space Plan Update was provided to City Council in the Materials Transmitted on November 2, 2012.

It is recommended that City Council receive the proposed 2013 Recreation and Open Space Plan Update and, subsequent to review, approve distribution of the draft document to the noted entities.

Attachment: Department of Community Development Communication

CITY COUNCIL MEETING SUMMARY

November 6, 2012

CHECK REGISTER

- ◆ Approved the Check Register of November 6, 2012, as presented.

REPORTS FROM THE ADMINISTRATION

- ◆ Approved Contract 12-5523 between the Michigan Department of Transportation and the City of Portage for funding of the Centre Avenue/Portage Road Traffic Signal Interconnection Project; and adopted a Resolution authorizing the City Manager to sign Contract 12-5523 and any other documents related to this project on behalf of the city.
- ◆ Reviewed the proposed 2013 Recreation and Open Space Plan Update; approved the distribution of the 2013 Recreation and Open Space Plan Update to the Planning Commissions of adjacent communities and to the Kalamazoo County Planning Commission; and asked City Manager Evans to have it put on the City website.
- ◆ Awarded a one-year contract renewal to Safety National Casualty Corporation for workers' compensation excess insurance coverage for an annual fee of \$50,116 plus payroll adjustments; approve a one-year contract renewal with Eagle Claims Management for workers' compensation third party administration for an annual fee of \$8,686; and authorized the City Manager to execute all documents related to these contract renewals on behalf of the city.
- ◆ Referred the transfer of foreclosed property at 10323 Archwood Drive to the City Council Property Committee.
- ◆ Established the 2013 schedule of regular City Council meetings.

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.



Welcome to the City of Portage, Michigan

7900 South Westnedge Avenue
Portage, Michigan 49002

Hours of Operation: Monday - Friday, 8 a.m. to 5 p.m.

The City of Portage is truly a great place to live. Portage residents enjoy affordable housing with low taxes, safe and well-maintained neighborhoods, world-class healthcare, enriching activities and entertainment and a unique parks system that connects citizens to each other and to the natural world. These are just a few aspects that make Portage **a place for opportunities to grow**.

City News

- [Please Clear Snow from Sidewalks and Fire Hydrants](#) 12/7/2012
City Code requires it and your neighbors will appreciate it!
- [Winter Property Tax Bills Issued to Property Owners](#) 12/7/2012
Payment due by 5 p.m. on Thursday, February 14, 2013
- [Opening of the Ice Rink at Millennium Delayed](#) 12/4/2012
Anticipated colder weather should allow rink to open by December 15
- [2013 Recycled Art in the Park Contest](#) 11/15/2012
Deadline for Entries is Friday, March 1, 2013
- [2013 Recreation & Open Space Plan Update Available for Review](#) 11/9/2012
Plan, last updated in 2008, is updated every five years.
- [Make a Difference! Volunteer in the City of Portage](#) 10/29/2012
City Launches Webpage Devoted to City Volunteering Opportunities
- [City of Portage Implements New Utility Service Policy](#) 9/26/2012
Policy change affects utility customers wanting to transfer utility services from one customer to another.

[Click here to view all City News.](#)

Select Language ▼

Font Size: A A A

Search

December, 2012

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

[Click here to view Events.](#)

Media Center





2013 Recreation & Open Space Plan Update Available for Review

Select Language ▼

The Recreation and Open Space Plan is an element of the City of Portage Comprehensive Plan and must be updated every five years to comply with community recreation planning guidelines established by the Michigan Department of Natural Resources Grants Management Division. The proposed 2013 Recreation and Open Space Plan includes updated community profile information, citizen survey data gathered from the 2011 Citizen Survey, park facility additions and modifications and recreation program revisions that reflect the changing needs occurring in the community and park system since the 2008 plan update. [View the Proposed 2013 Recreation & Open Space Plan.](#)

Questions or comments can be directed to the Department of Parks, Recreation & Public Services at 269-329-4522.

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- [State of Michigan](#)
- [Portage Community Center](#)

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Get the information you need on Portage events, construction projects, city projects and much more.



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From: Christopher Forth
To: Augustine, Andrea; agoodsell@comstockmi.com; bradyclerk@comcast.net; ...
CC: Georgeau, Victoria; West, Mike
Date: 11/13/2012 4:07 PM
Subject: Proposed 2013 City of Portage Recreation and Open Space Plan

Dear Sir/Madam:

In accordance with MCL 125.3841, Michigan Planning Enabling Act (Public Act 33 of 2008, as amended) and Notice of Intent to Amend the Recreation and Open Space Plan element of the Comprehensive Plan dated September 4, 2012, below is a link to the proposed 2013 Recreation and Open Space Plan. The Portage City Council approved the document for distribution during the November 6, 2012 meeting.

<http://www.portagemi.gov/FilesCustom/HtmlEditor/Files/Parks/DRAFT%20REC%20OPEN%20SPACE%20PLAN.pdf>

The City of Portage Planning Commission formally requests your cooperation with review and comment of the proposed document within the 42 day comment period established by statute. After you have reviewed the proposed document, please direct any correspondence to:

City of Portage Planning Commission
c/o James Cheesebro, Chairman
Department of Community Development
7900 South Westnedge Avenue
Portage, Michigan 49002

The City of Portage Planning Commission formally requests your cooperation with review and comment of the Comprehensive Plan amendment. If you have any questions or would like to receive a hard-copy of the proposed 2013 Recreation and Open Space Plan, please contact Vicki Georgeau, Director of the Department of Community Development or Christopher Forth, Deputy Director of Planning, Development and Neighborhood Services at (269) 329-4477 or at the e-mail address displayed above.

Sincerely,

Christopher Forth, AICP
Deputy Director of Planning, Development & Neighborhood Services
City of Portage Department of Community Development
Telephone: (269) 329-4474
Facsimile: (269) 329-4506
www.portagemi.gov

Subject: Proposed 2013 City of Portage Recreation and Open Space Plan
Created By: forthc@portagemi.gov
Scheduled Date:
Creation Date: 11/13/2012 4:07 PM
From: Christopher Forth

Recipient	Action	Date & Time	Comment
To: (agoodsell@comstockmi.com)	Transferred	11/13/2012 4:07 PM	
To: (mcbrides@kalamazocity.org)	Transferred	11/13/2012 4:08 PM	
To: (libbyhc@oshtemo.org)	Transferred	11/13/2012 4:07 PM	
To: (vmongreig@schtwp.org)	Transferred	11/13/2012 4:08 PM	
To: Andrea Augustine (AugustineA@kalamazocity.org)	Transferred	11/13/2012 4:08 PM	
To: bradyclerk@comcast.net (bradyclerk@comcast.net)	Transferred	11/13/2012 4:08 PM	
To: cemoth@kalcounty.com (cemosh@kalcounty.com)	Delivered	11/13/2012 4:08 PM	
To: cpd@kalamazocity.org (cpd@kalamazocity.org)	Transferred	11/13/2012 4:08 PM	
To: dhealy@texastownship.org (dhealy@texastownship.org)	Delivered	11/13/2012 4:08 PM	
To: dulsh@schtwp.org (dulsh@schtwp.org)	Transferred	11/13/2012 4:08 PM	
To: gmilliken@oshtemo.org (gmilliken@oshtemo.org)	Transferred	11/13/2012 4:07 PM	
To: kcta@kalamazocity.org (kcta@kalamazocity.org)	Transferred	11/13/2012 4:08 PM	
To: lmjarn@kalcounty.com (LMJARN@kalcounty.com)	Delivered	11/13/2012 4:08 PM	
CC: Mike West (westm@portagemi.gov)	Read	11/13/2012 4:50 PM	
To: pavtwp@aol.com (pavtwp@aol.com)	Transferred	11/13/2012 4:07 PM	
To: philport@iserv.net (philport@iserv.net)	Transferred	11/13/2012 4:08 PM	
To: supervisor@prairierondetwp.net (supervisor@prairierondetwp.net)	Transferred	11/13/2012 4:08 PM	
To: thudson@comstockmi.com (thudson@comstockmi.com)	Transferred	11/13/2012 4:07 PM	
CC: Victoria Georgeau (georgeav@portagemi.gov)	Read	11/13/2012 4:30 PM	



Department of Planning & Community Development

201 West Kalamazoo Avenue, Rm. 202 · Kalamazoo, Michigan 49007
Phone: (269) 384-8112 · FAX: (269) 383-8920 · Email: LMJARN@kalamazoo.gov

Lotta Jarnefelt, Director

RECEIVED

DEC 14 2012

COMMUNITY DEVELOPMENT

December 10, 2012

City of Portage Planning Commission
C/o James Cheeseboro, Chairman
Department of Community Development
7900 S. Westnedge Ave
Portage, MI 49002

Re: Proposed Amendment to 2013 City of Portage Recreation and Open Space Plan

Dear Mr. Cheeseboro:

At its meeting on December 6, 2012, the Kalamazoo Metropolitan County Planning Commission (KMPC) reviewed the proposed amendment to the Recreation and Open Space Plan element of the City of Portage Comprehensive Plan. The KMPC found the document to be very thorough, informative, and well executed.

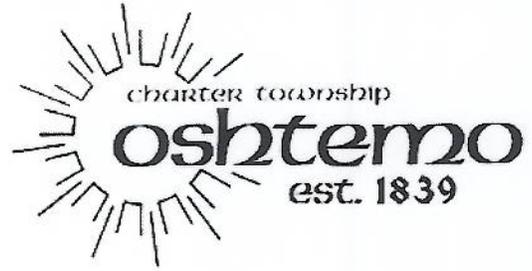
The Kalamazoo Metropolitan County Planning Commission voted unanimously to recommend approval of the proposed amendment to City of Portage **Recreation and Open Space Plan** and determined that the proposed plan is **CONSISTENT** with the planning and zoning of the neighboring units of government in Kalamazoo County.

If I can be of further assistance, please feel free to call me at (269) 384-8115.

Sincerely,

Lotta Jarnefelt

December 12, 2012



City of Portage Planning Commission
c/o James Cheesebro, Chairman
Department of Community Development
7900 South Westnedge Avenue
Portage, MI 49002

RE: Proposed 2013 City of Portage Recreation and Open Space Plan

Dear Planning Commissioners:

At their November 29, 2012 meeting, the Oshtemo Charter Township Planning Commission reviewed the proposed amendments to the City of Portage Master Plan regarding Recreation and Open Space. Upon the recommendation of Staff, the Planning Commission found the proposed amendments to have no adverse impact on the Township and therefore have no comments for you as you continue to develop your Plan.

Best of luck as you continue in your process and work towards implementation of your goals.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "G. Milliken".

Gregory Milliken, AICP
Planning Director

7275 W. Main St.
Kalamazoo, MI 49009
(269) 375-4260
www.oshtemo.org

Order Confirmation

Ad Order Number 0004534020

Customer	Payor Customer	
Account: 1000410877	Account: 1000410877	PO Number
CITY OF PORTAGE	CITY OF PORTAGE	Ordered By TAMARA STEPHENS
7900 S WESTNEDGE AVE	7900 S WESTNEDGE AVE	Sales Rep. kJones
PORTAGE MI 49002 USA	PORTAGE MI 49002 USA	Order Taker kJones
(269) 324-9241	(269) 324-9241	Order Source
		Special Pricing None
FAX stephent@portagemi.gov		

Ad Content Proof

TO: THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF PORTAGE AND ALL INTERESTED PERSONS.

The City of Portage Planning Commission will conduct public hearings on the following items at the meeting on Thursday, January 3, 2013 in the Council Chambers of Portage City Hall, 7900 South Westnedge Avenue at 7:00 p.m. (or as soon thereafter as may be heard) on the following:

- 1) 2013 Recreation and Open Space Plan Update. The Recreation and Open Space Plan is a component of the Comprehensive Plan intended to address recreational needs in the city.
- 2) Donation Box Ordinance Amendment. An ordinance to regulate donation boxes that are for the purpose of collecting clothing, books, and other household items.

All interested persons are welcome to attend the public hearings and comment on the items. Written comments may also be submitted to the Department of Community Development prior to 12:00 noon the day of the public hearing. Copies of the items are available for review between the hours of 8 a.m. and 5 p.m. Monday through Friday in the Department of Community Development, Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan, 49002. Contact the Department of Community Development at 329-4477 for additional customer assistance.

Dated: December 17, 2012

*Ok for the
12/17/12*

Tear Sheets	0	Net Amount	\$81.69
Proofs	0	Tax Amount	\$0.00
Affidavits	1	Total Amount	\$81.69
Blind Box		Payment Method	
Promo Type		Payment Amount	\$0.00
Materials		Amount Due	\$81.69

Ad Number	0004534020-01	Ad Type	CLS Liner
		Ad Size	1.0 X 56 Li
Pick Up #		Ad Attributes	
		Ad Released	No
External Ad #		Color	<NONE>
		Production Method	AdBooker
		Production Notes	

Invoice Text: 2013 RECREATION & OPEN SPACE PLAN UPDATE

Order Notes:

Product	Digital CLS Premium::	Placement/Class	Announcements - Announcemer
# Inserts	1	POS/Sub-Class	Public Notices-Public Notices
Cost	\$6.52		
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Run Schedule Invoice Text:	TO: THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF PORTAGE AND		
Product	KA Single Copy::	Placement/Class	Announcements - Announcemer
# Inserts	1	POS/Sub-Class	Public Notices-Public Notices
Cost	\$65.17		
Run Dates	12/17/2012		
Sort Text	TOTHERESIDENTSANDPROPERTYOWNERSOFTHECITYOFPORTAGEANDALLINTERES TEDPERSONSTHECITYOFPORTAGEPLANNINGCOMMISSIONWILLCONDUCTPUBLICHE ARI		
Run Schedule Invoice Text:	TO: THE RESIDENTS AND PROPERTY OWNERS OF THE CITY OF PORTAGE AND		



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 "J. Checsebro".

James Checsebro, Chairman
City of Portage Planning Commission

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

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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

 **DRAFT**

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.

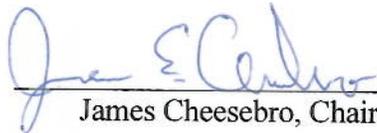
BE IT FURTHER RESOLVED that an attached copy of the plan be certified to the Portage City Council.

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: 1/2/13
RLB
CITY ATTORNEY

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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 January 22, 2013 at 7:30 p.m. local time at the City Hall in the City of Portage, Michigan.

PRESENT: Campbell, Randall, Reid, Sackley, Strazdas, Urban

ABSENT: Pearson

The following resolution was offered by:

Councilmember: Sackley, and supported by:

Councilmember: Urban.

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 Campbell, Randall, Reid, Sackley, Strazdas, Urban

NAYS: Councilmember None.

ABSENT: Councilmember Pearson.

EFFECTIVE DATE: January 23, 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 January 22, 2013, the original of which is in the official proceedings of the City Council.


James R. Hudson, City Clerk

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



Parks, Recreation & Public Services

January 29, 2013

Lotta Jarnefelt, Director
Kalamazoo County Planning &
Community Development Department
201 West Kalamazoo Avenue
Kalamazoo, MI 49007

Dear Ms. Jarnefelt:

I am pleased to submit the enclosed 2013 City of Portage Recreation & Open Space Plan Revision for your reference files.

The 2013 Recreation and Open Space Plan Revision updates the 2008 Recreation and Open Space Plan. The Recreation and Open Space Plan is revised at least every five years as necessary to provide a valuable planning tool and fulfill Michigan Department of Natural Resources (MDNR) requirements for park acquisition and development grants. Since the 2008 Recreation and Open Space Plan was completed, the following substantive revisions have been made:

- 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 changes in the city 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.
- Section VIII, Short-term Objectives and Section IX, Action Plan Priority List and Financial Program has been updated to reflect the 2012-2013 Capital Improvement Program.

In order to fulfill 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 Park Board and Planning Commission. 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. City Council approved the plan on January 22, 2013.

Please contact me if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "William M. Deming". The signature is written in a cursive style with a horizontal line under the name.

William M. Deming, Director
Parks, Recreation & Property Management

Enclosure



Parks, Recreation & Public Services

January 29, 2013

Lee Adams, Resource Coordinator
SMPC – Region 3
Kalamazoo County Planning Department
201 West Kalamazoo Avenue
Kalamazoo, MI 49007

Dear Mr. Adams:

I am pleased to submit the enclosed 2013 City of Portage Recreation & Open Space Plan Revision for your reference files.

The 2013 Recreation and Open Space Plan Revision updates the 2008 Recreation and Open Space Plan. The Recreation and Open Space Plan is revised at least every five years as necessary to provide a valuable planning tool and fulfill Michigan Department of Natural Resources (MDNR) requirements for park acquisition and development grants. Since the 2008 Recreation and Open Space Plan was completed, the following substantive revisions have been made:

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- Section V, Planning Process, Public Input and Public Information has been added to fulfill MDNR requirements.
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In order to fulfill 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 Park Board and Planning Commission. 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. City Council approved the plan on January 22, 2013.

Please contact me if you have any questions.

Sincerely,

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William M. Deming, Director
Parks, Recreation & Property Management

Enclosure

II. Community Description (Natural Resources)

A. Geographic Features

B. Water Resources

C. Land Resources

D. Sensitive Land Areas



II. COMMUNITY DESCRIPTION (Natural Resources)

A. GEOGRAPHIC FEATURES

1. Location

The City of Portage, containing approximately 33.65 square miles of land and water area, is located in Kalamazoo County, south of and contiguous to the City of Kalamazoo, approximately 130 miles equidistant to the third and sixth largest metropolitan areas in the nation, Chicago and Detroit. Map 1 depicts the City of Portage regional setting. Map 2 portrays the City of Portage in county setting.

2. Topography

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

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

3. Climatology

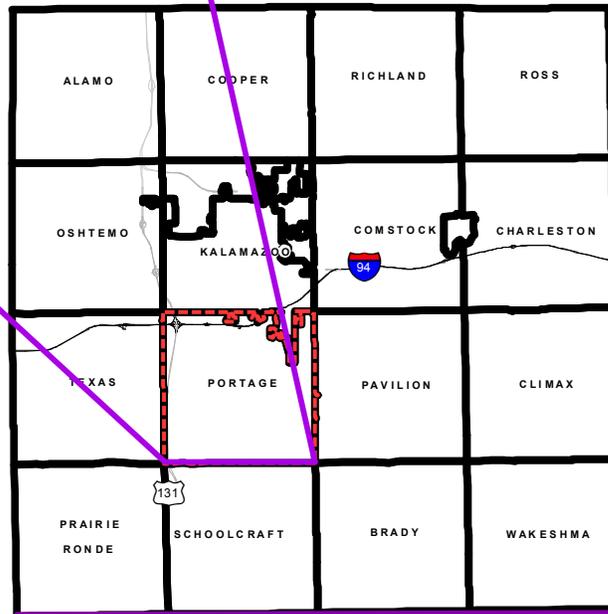
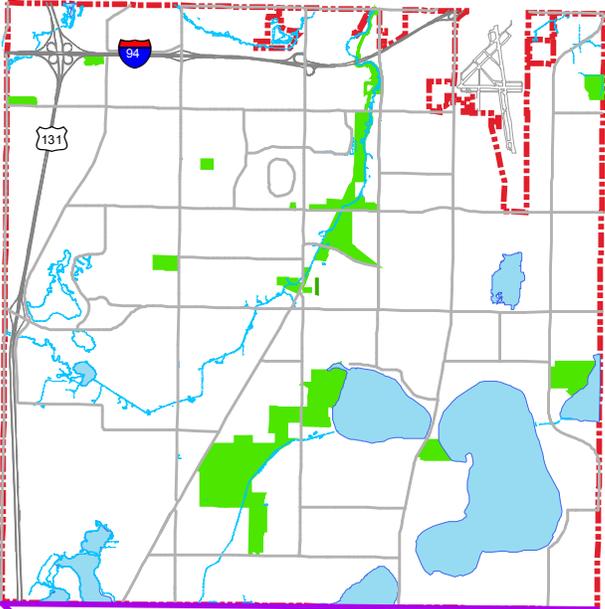
Lake Michigan, which is about 50 miles west of Portage, exerts a significant influence on the climate in the study area. The lake temperature, together with the prevailing westerly winds, moderates early seasonal temperature extremes. In the early spring, the cool lake water tends to keep air temperatures lower, thus retarding early plant growth until the likelihood of frost is diminished. In autumn, the warmed lake water delays the onslaught of cold weather. The growing season in the area averages about 153 days.

The frequent and sometimes rapid changes caused by storms sweeping across the lakes from the west and southwest are typical of a humid continental climate. Seasonal temperature variations and precipitation patterns are typical of this climate type.

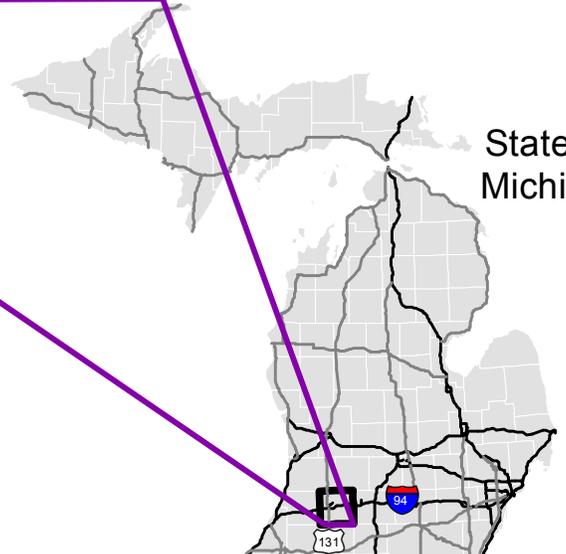
Average monthly climatological data is presented in Table 1. Monthly average temperatures range between 26°F for January and 74°F for July.

Map 1 Location Map

City of
Portage

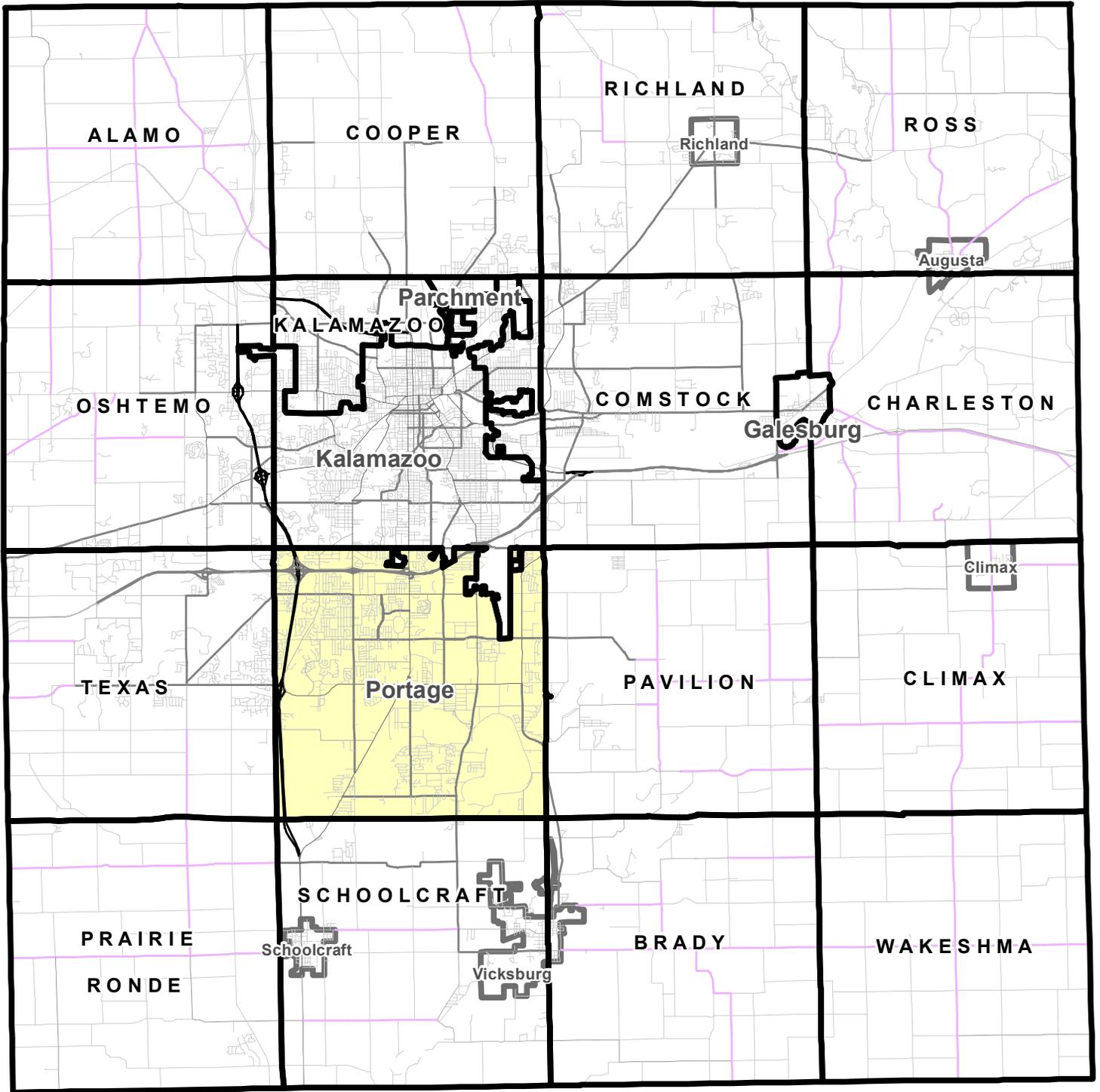


Kalamazoo
County



State of
Michigan

Location of City of Portage Within Kalamazoo County



Kalamazoo County
Township 3 South, Range 11 W



Table 1
Average Monthly Climatological Data

Month	Precipitation (inches)	Temperature (degrees) F.
January	2.01	26
February	1.96	28
March	2.51	38
April	3.49	50
May	3.83	61
June	3.83	70
July	3.78	74
August	4.03	72
September	4.63	65
October	3.64	53
November	3.24	41
December	2.70	29

Source: Weather.com website

Precipitation averages 39.65 inches annually. Monthly averages vary between 1.96 inches in February to 3.83 inches in June and 4.63 in September. The annual snowfall averages between 50 and 60 inches.

4. Soils

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

Organic soils offer the greatest physical constraint to development within the City of Portage. These soils are generally poorly drained, occurring primarily in depression areas. Most often these soils coincide with the wetland and floodplain areas of the city. Severe limitations are attached to development on organic soils due to problems of drainage, low bearing capacity and frost action commonly exhibited. An overview of glacial deposits is presented on Map 3.

B. WATER RESOURCES

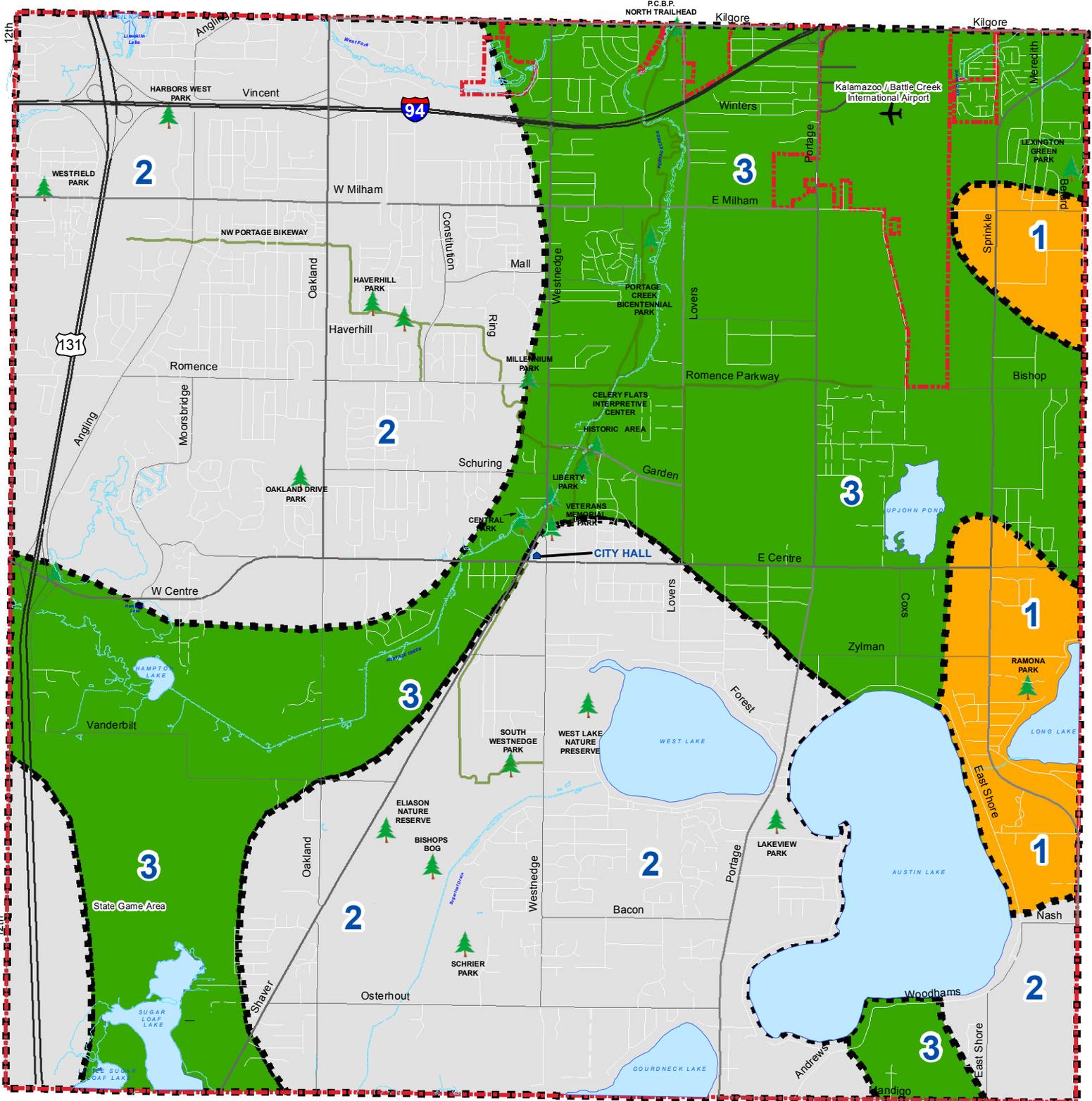
A relatively large number of lakes are located in Portage. These include Austin, West and Hampton as well as portions of Long, Gourneck, Sugarloaf and Little Sugarloaf. The lakes have historically been a valuable natural feature in the city. One of the earliest development in the city consisted of the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

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

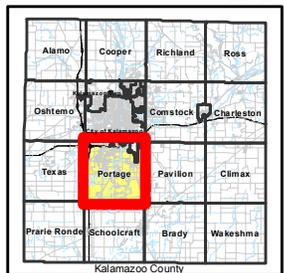
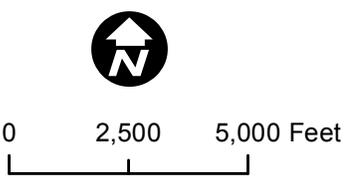
Portage is also characterized by a fairly extensive stream system including Portage Creek, the West Fork of Portage Creek and Davis Creek. Like the lakes, streams have proven to be a valuable resource for the community. Where the physical conditions permit, residential development has tended to congregate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

Map 4 provides the location of the water resources in the city. Since the water quality of these resources is to some extent unique, the city has contributed significantly to maintaining the quality of these water resources over the past several years. Protecting these city resources is appropriate as they enhance the quality of life.

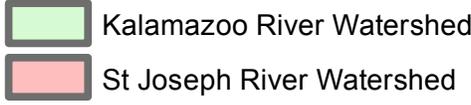
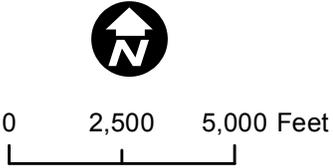
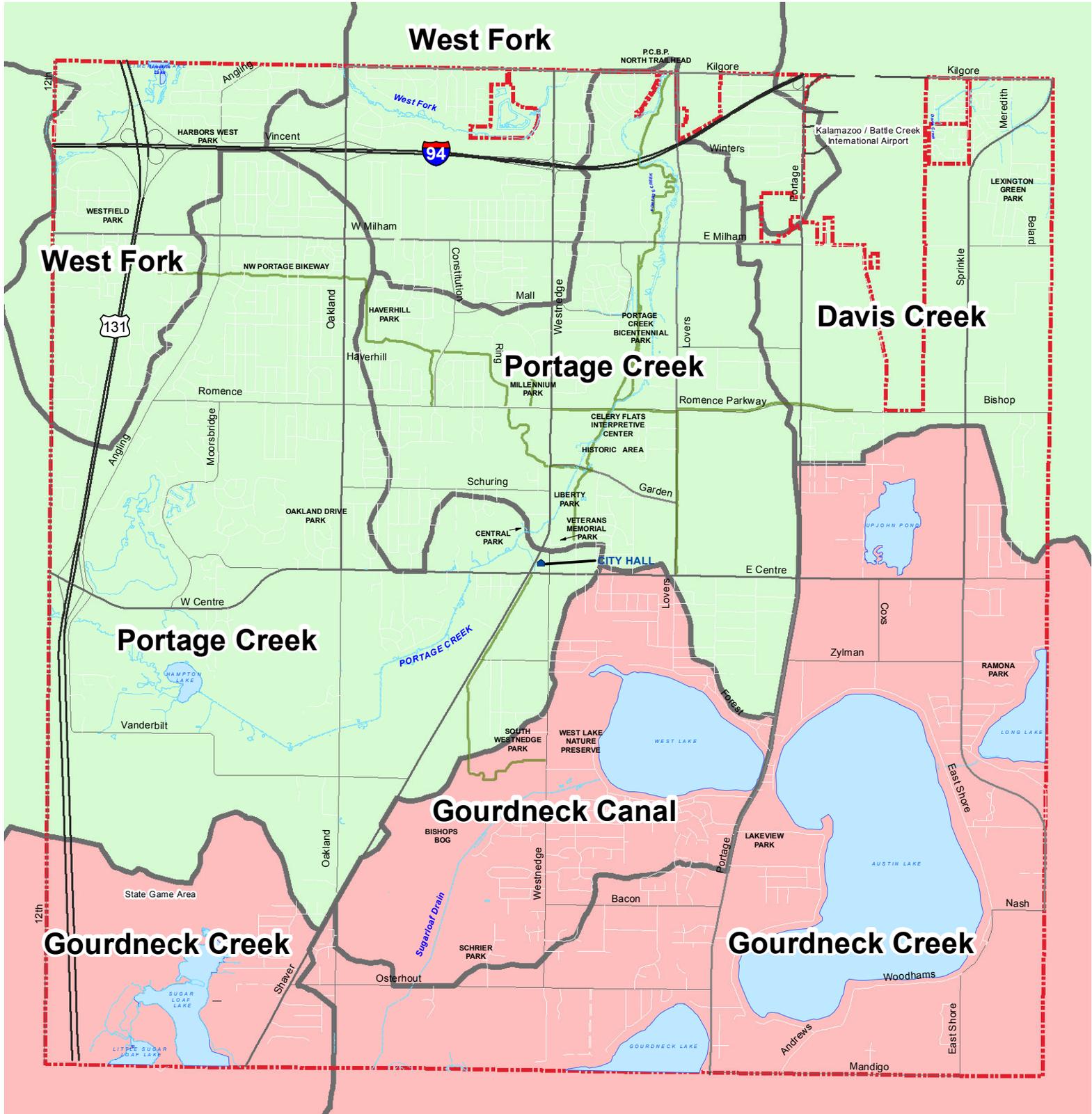
Map 3 CITY OF PORTAGE GLACIAL DEPOSITS



- Glacial Deposits**
-  1 - Ground Moraine
 -  2 - Outwash and Glacial Channels
 -  3 - Glacial Lake Beds



Map 4
CITY OF PORTAGE
WATER RESOURCES



1. Austin Lake

Austin is a shallow lake of approximately 1,090 acres, having a maximum depth of nine feet and subjected to dense growth of aquatic plants throughout much of the lake. It is a naturally eutrophic (nutrient rich) lake, but the nutrient loading process has been increased by cultural eutrophication resulting from concentrated residential development along most of its periphery. The bottom has a large layer of dead organic material known as detritus, which is nutrient rich. In most of the areas where the aquatic plants, known as macrophytes (plants that are large enough to be seen with a natural eye, microscope not necessary) are not present, algae concentrations are common.

Plant growth has been abnormally increased by the provision of nutrients from septic tank seepage, lawn fertilizer runoff and the rich lake bottom. As the plants die and decompose, the bottom layer of detritus increases in thickness until a marsh is eventually created. The aging process is common to most lakes, but the extent of eutrophication for Austin Lake is so pronounced that this body of water is ranked among the major problem lakes of this county and region.

Austin Lake has been the subject of numerous studies in an effort to identify long- and short-term lake management strategies. Following an extensive review of available lake management options, in 2011 an aeration/bioaugmentation feasibility study was prepared for the Austin Lake Governmental Lake Board by Lakeshore Environmental, Inc. Aeration/bioaugmentation is a method used to introduce oxygen into a water system with the intent of enhancing microbial feeding and decomposition of organic sediment. The aeration is introduced into the lake bottom in conjunction with natural bacteria and enzymes to reduce lake bottom sediment and improve overall lake depth and water quality. As of July 2012, the aeration/bioaugmentation project is underway. The project is planned to continue through 2017.

2. West Lake

West Lake is a shallow, naturally eutrophic lake with a total area of 335 acres and a maximum depth of ten feet. It also has substantial macrophyte growth through the lake. However, there are also large areas of clear water where no macrophytes or algae concentration are present. Although most of the lakeshore is residentially developed, the large area of clear water indicates that cultural eutrophication is not as severe as in the case of Austin Lake.

A five-year treatment program initiated by the City Administration in 1989 has resulted in a significant decrease in plant volume of nuisance weed species. At the same time, native lake plants were observed to have made a strong comeback. This treatment program, funded by a special assessment district, has contributed significantly to maintaining the quality of West Lake. New five-year treatment programs (1994-1998) (1999-2004) (2005-09) and 2009-2014) were approved by the city, at the request of West Lake residents, to continue the lake management efforts.

3. Long Lake

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

4. Gourdneck Lake

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

5. Sugarloaf Lake and Little Sugarloaf Lake

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

6. Hampton Lake

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

7. Portage Creek

Portage Creek is the dominant waterway in the city stream system. Flowing from the central-western portion of the city, it meanders to the center of Portage and then proceeds

in a northerly direction until it crosses the northern municipal boundary. Overall, this stream reflects a fairly good rating for environmental quality, but one segment is of particular value. As mentioned in the section on Hampton Lake, the Michigan Department of Natural Resources (MDNR) has identified the segment of Portage Creek flowing out of Hampton Lake as a top-quality cold water stream for game fish populations. Very few streams in southwestern Michigan have been placed in this classification. The MDNR regularly stocks Portage Creek with trout along this branch. The classification for Portage Creek changes to a second-quality cold water stream south of the stream's intersection with Centre Avenue. It may be of interest to note that the point of reclassification occurs in the vicinity of the first storm drain entering Portage Creek. Storm water runoff is receiving increasing attention as a potential source of surface water and groundwater pollution.

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

In 1998, the engineering firm of Fishbeck, Thompson, Carr & Huber, Inc. completed an assessment of Portage Creek from Hampton Lake to Portage Central Park. The focus of the assessment was to identify the factors responsible for the ability of Portage Creek to support trout and identify practices that may interfere with or diminish this quality. The report found that the portion studied has good water quality and the stream should continue to support trout and the food supply for trout. Future concerns should focus on maintaining shade, preventing stream bank erosion, limiting sources of sedimentation and managing stormwater discharge quality. Several of these issues have been addressed. Shade through natural growth continues as development along the creek is limited. The city has taken proactive measures to minimize sedimentation into the stream and stormwater discharge has been eliminated in several locations. A study of the Portage Creek watershed was completed in 2006 by a regional committee of City of Portage, City of Kalamazoo, Kalamazoo County Road Commission and other interested agencies. This study will be used to further protect the sensitive nature of Portage Creek.

A Storm Water Management Review was initiated in 1992 with respect to environmental impacts and existing drainage programs to ensure an environmentally sensitive, efficient, cost-effective municipal storm water system. A University of Michigan study of the creek has also been completed. The storm water management review and University of Michigan study were the impetus for the Consolidated Drain Improvement Project. The Consolidated Drain Improvement Project completed in 2001 provides regional storm water improvements and environmental enhancements while addressing Environmental Protection Agency and National Pollution Discharge Elimination System (NPDES) mandates. In addition, the consolidated drain creates additional bikeway/walkway trail linkage to Portage Creek Bicentennial Park and reclaims approximately 14 acres of land

for prime business development. A second major NPDES project, the Storm Water Treatment/Enhancement Project (STEP) was completed in November 2004. Through STEP, storm water treatment systems have been designed to reduce pollution entering Portage Creek from the surrounding 29 acre watershed.

Two other streams are also located in Portage. One, the West Fork of Portage Creek, is located north of I-94. This segment has been rated as a second-quality warm water stream. The other, Davis Creek, is located in the northeastern corner of the city. Little information is available on this stream. The West Fork and Davis Creek are likely to serve as vital environmental links in the ecology of the areas through which they pass.

C. LAND RESOURCES

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

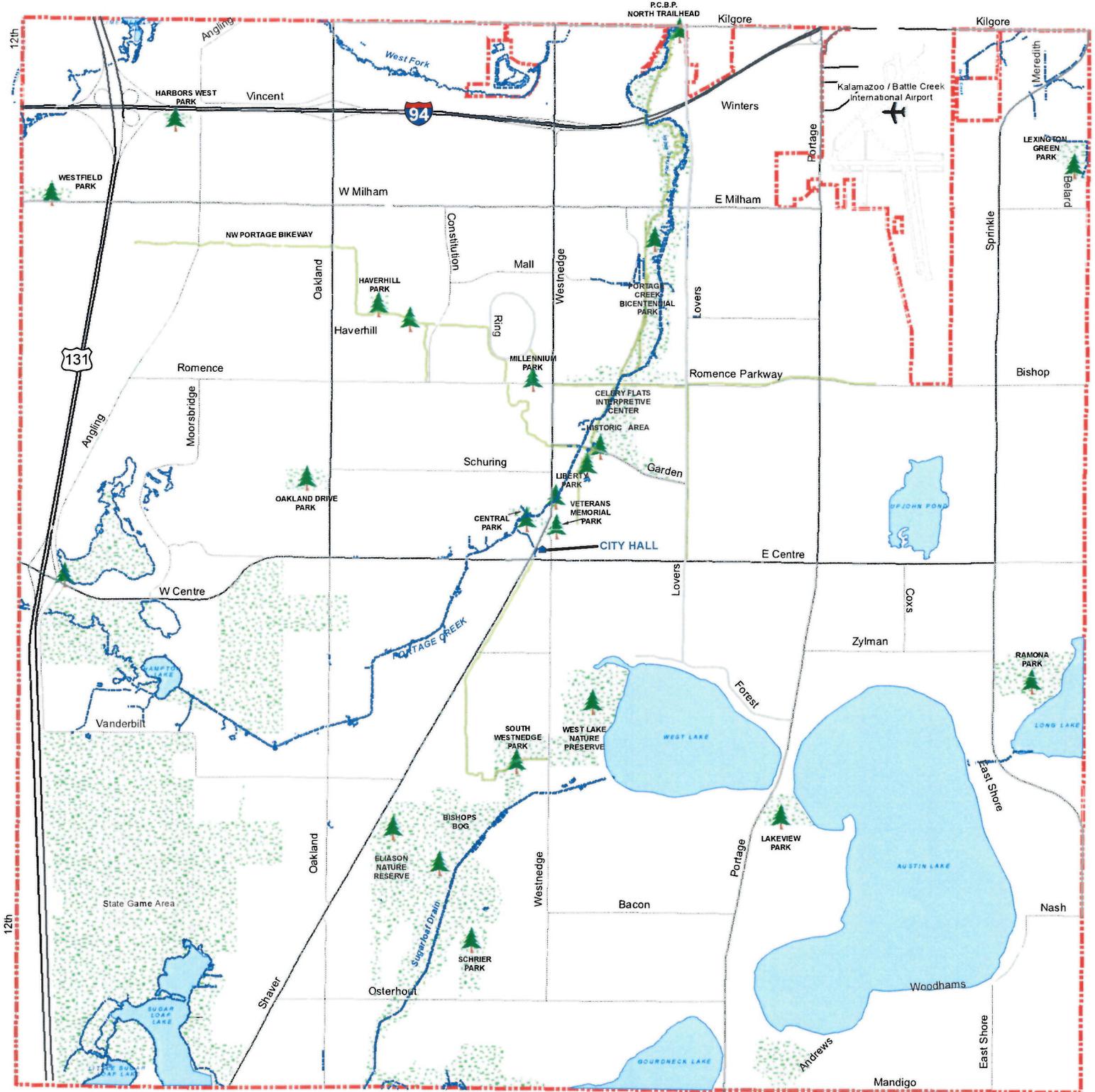
Natural areas are primarily located in the southwestern quadrant of the city, although several are located in the north central and southeastern sections. As indicated on Map 5, the southwest quadrant can be classified into three primary locations demonstrating significant natural resources. These include the Hampton Lake area, the Sugarloaf area and Bishop's Bog Preserve. The Hampton and Sugarloaf lands are primarily under state ownership and are used as game areas. Bishop's Bog Preserve is a wetland area largely under public ownership. In the southeast quadrant, Mandigo Marsh and the West Lake Nature Preserve also demonstrate significant and unique natural resources.

1. Hampton Lake Area

This area may be generally classified as a wetland, but it demonstrates wide environmental diversification. A number of ecosystems can be identified, including bog, pond, wet meadow, hydric (considerably moist) forest, mesic (moderately moist) forest and open field.

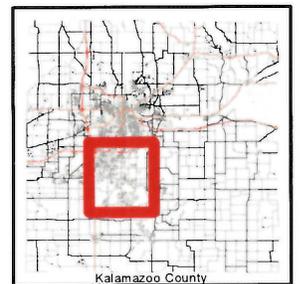
In addition to game species such as deer and pheasant, sizable populations of rare vertebrates, including the Blue-Spotted Salamander, Wood Frog, Chorus Frog, Box Turtle and Spotted Turtle have been found inhabiting the Hampton Lake area. More importantly, this locale is known as one of the outstanding centers for rare plant species in Michigan. It is the only known site in the state for the Climbing Fern. Other rare plants include Large Yellow Lady's Slipper, Small White Lady's Slipper, Pink Lady's Slipper, Snowy Lady's Slipper, Nodding Lady's Tresses, Indian Paint Brush, Small

Map 5 CITY OF PORTAGE NATURAL RESOURCES



0 2,500 5,000 Feet

 Natural Resources



Fringed Gention, Closed Gention, Autumn Coral Root, Ground Pine, Running Pine, Michigan Holly, Rattlesnake Master, American Columbo and Claspig Leaved Milkweed. The environmental quality of this vicinity is not only important to the natural resources within its boundaries but also to those of the Sugarloaf Lake area to the south. It is quite probable that game populations depend on both of these areas, in conjunction, for food and concealment. These areas are essentially separated by Vanderbilt Road which poses only minor constraints to game since it has remained largely undeveloped except at the west end and is moderately traveled. If these populations do rely on both areas, then loss of territory in either vicinity could effectively diminish the combined ability of the two areas to support game populations.

Urbanization of this vicinity has become increasingly evident. Both multiple family and single family structures have been built to the north of Hampton Lake on property separating two state-owned tracts of land. In addition, single family residential development is taking place along the southwestern and southeastern edges of the Hampton Lake area. As a result, the natural lands of the Hampton Lake area are becoming increasingly isolated from the Sugarloaf Lake region to the south.

2. Sugarloaf Lake Area

The Sugarloaf Lake area, in many respects, may be viewed as a continuation of the Hampton Lake area to the north. They both demonstrate similar environmental features. The Sugarloaf Lake vicinity has a comparable mixture of ecosystems including bog, pond, wet meadow, hydric forest, mesic forest and open field. Correspondingly, the same rare vertebrates as found in the Hampton Lake area are also found here, and resident game populations may inhabit both of these areas concurrently. The Sugarloaf Lake region is also an outstanding location for rare plants. This area was extensively studied by Hanes in preparation of his book, Flora of Kalamazoo County, Michigan. He has reported over 20 species of orchids and an equal number of ferns, as well as many other rare plants in this vicinity.

The Sugarloaf Lake area has realized increased urbanization along its eastern borders. Like the Hampton Lake area, it contains state-owned property, but the state tracts in the Sugarloaf region demonstrate a greater combined area and a higher degree of continuity. This may imply greater stability for natural resources in the Sugarloaf vicinity as compared to the Hampton Lake area, even though development in both areas is quite prominent.

3. West Lake Nature Preserve

Map 5 depicts a wetland area extending southwest from West Lake. An inland fresh water marsh area bordering the west bank of West Lake is the only remaining portion of West Lake which is presently undeveloped. H. Lewis Batts, Jr. of the Kalamazoo Nature Center noted that "the West Lake marsh area (i.e., the Matteson property) is a beautiful area with unusual plant associations and animal communities for this urban area. This property should be preserved for public benefit especially as a natural area of extreme value to the total, overall West Lake ecosystem. Present are dense, extensive areas of

flowering dogwood, some of which are unusually large for this species. In addition, mature oaks, hickories and scattered maples and many younger maples and black gum trees exist. Marsh flora consists predominantly of Heather (Chamaedaphne calyculata) with Steeplebush (Spiraea tomentosa) and scattered ferns.”

In December 1979, the City of Portage acquired approximately 80 acres of this marsh area. An additional 30 acres was acquired in 1992. This area collectively forms the 110 acres of the West Lake Nature Preserve. There is over 1,400 feet of frontage along West Lake, all of which is a unique wetland bog. From a high point of 875 feet above sea level, the Preserve topography falls to the west and northwest to an elevation below 856 feet above sea level. Since the water level of West Lake fluctuates around 855, the marsh area often has large areas of standing water. The parcel has a significant contribution to make to Portage because of its wetland environment close to the City Centre. Providing recreational opportunities while preserving the natural amenities of the Preserve will illustrate by example the importance of wetland habitat to the total community.

The marsh habitat is ideal for waterfowl production and important in feeding and brood rearing. It is also used extensively by migrating waterfowl. In addition to game species such as duck and pheasant, non-game species including muskrat, raccoon, beaver, rails and snipe benefit from this area. Dominant plants for this habitat include cattail, sedges and lesser duckweed.

4. Bishop's Bog

A substantial portion of the wetland area west of S. Westnedge Avenue can be attributed to an extensive bog. Bishop's Bog Preserve has gained a reputation as an important location for many rare plant species including native orchids in the genus Cyrtopodium and Habenaria. In addition, this type of habitat is often used in the spring by black ducks and ring-necked ducks. Common non-game species also found in bogs are bog lemming, mink, raccoon, tree swallows and snakes.

This particular wetland area has remained essentially intact. Most of its approximately 210 acres is located in the floodplain and is characterized by organic soils. A majority of Bishop's Bog is under city ownership. Bishop's Bog Preserve was established in 1997 and in 2011, the Eliason Nature Reserve property was donated to the city.

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

reports received by the city. These ongoing studies will help with future management needs.

5. Mandigo Marsh

Mandigo Marsh is a historically well-known wetland area south of Austin Lake, comprising many acres of wildlife habitat for the region. It is home to a wide variety of marshland birds and other types of waterfowl, and harbors an unusual assembly of plants that are peculiar to this area. Aside from its biological values, the marsh and its surroundings offer residents of this increasingly urbanized area opportunities to visit a natural setting which is comparatively “wild” for its location. Mandigo Marsh has been classified by the Nature Conservancy as an example of a coastal plain marsh community. The community has historically been common along the Atlantic coast. The community and many of its characteristic plant and animal species have also long been known from the southwestern Great Lakes region, especially in the southwestern Lower Michigan Peninsula. Several are known in Kalamazoo County, including Mandigo Marsh, but none have been completely protected. Many of the species typifying the community are themselves far removed – often thousands of miles – from their main range along the Atlantic coast, as a fluke of early plant migration and changes in geologic and weather conditions. Many of these species are listed by the State of Michigan and are protected under the Michigan Endangered Species Act.

Other natural communities noted in and adjacent to the Mandigo Marsh basin include dry-mesic/mesic southern forest and the southern swamp/southern floodplain forest. The southern wet meadow community does not occur in the basin but is found along the Gourdneck Creek drainage channel to the south.

6. Additional Land Resources

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

The Gourdneck Game Area is an undeveloped section of state land extending between Sugarloaf Lake and Gourdneck Lake. Although a majority of this game area is south of the Portage municipal boundary, the state does own a tract of approximately 1,500 acres that is within the city limits. The natural resources of the segment located in Portage are likely to be more significant when viewed in relation to the larger section to the south. This northerly portion is primarily a wetland area that borders Gourdneck Creek and may serve as an important environmental component to game populations that inhabit the general vicinity and Mandigo Marsh in particular.

There are also a number of undeveloped areas bordering both Portage Creek and the West Fork of Portage Creek. Most of these areas are too small to support game populations, although deer and pheasant have been sighted along portions of the creek. Geographically these areas are significant, however, because they represent some of the

only undisturbed land in the northern half of the city. Since this northerly portion demonstrates the highest degree of urbanization, the utilization of these natural resources for recreational, aesthetic and educational purposes is of special value. In addition, some of these areas may be of distinct ecological significance.

A segment of land bordering Portage Creek in the vicinity of the city northern municipal boundary has been identified as a prime habitat possessing scarce species such as Belted Kingfisher and Queen Snake. It also is a site for wintering waterfowl. Other segments of land along Portage Creek might also demonstrate special attributes if investigations were conducted.

D. SENSITIVE LAND AREAS INVENTORY

1. Introduction

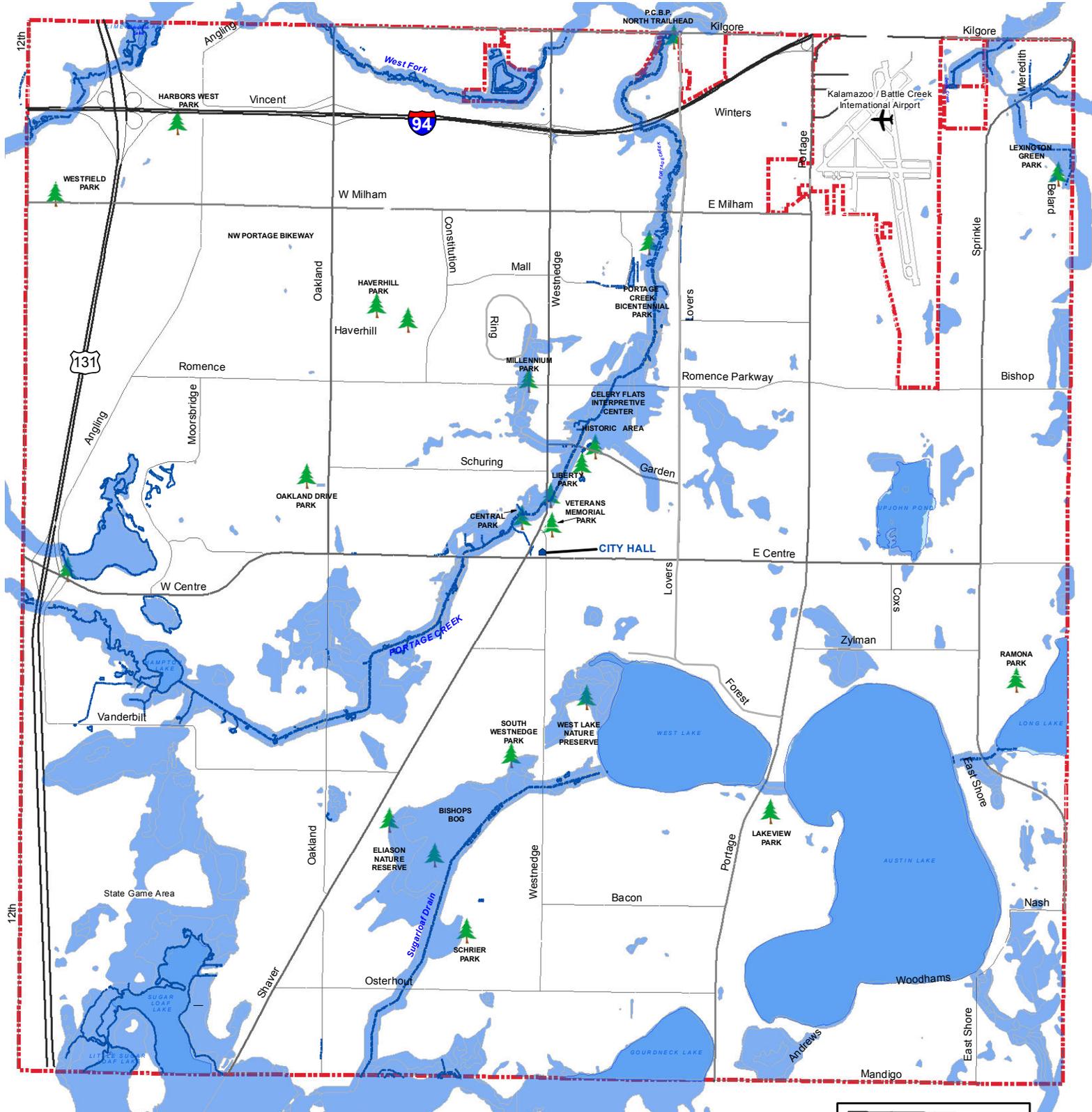
The City of Portage completed a sensitive land areas inventory in November of 1995 to improve its capability to consider natural resources protection during development review and long-term planning and zoning processes. Map 6 identifies lands within the city where there are unique or otherwise important resources, or where human activities could impact resources on adjacent lands. The inventory does not include specific recommendations for zoning changes, other development restrictions, or land purchases for individual properties. Rather, it provides a rapid means of identifying resources of importance to the city Planning Commission, Environmental Board and staff during periodic review of development. The city has a variety of options to guide development and enhance environmental quality within its borders and this inventory was conceived and formulated for multiple purposes.

2. Methods

The entire City of Portage was examined by analyses of aerial photos and previously-prepared wetland and floodplain maps. Numerous secondary sources were utilized including (but not limited to) the Michigan Resource Information System (MIRIs maps) of Michigan Department of Natural Resources, the Federal Emergency Management Agency's Flood Insurance Rate Maps and the National Wetland Inventory Maps prepared by the U.S. Fish and Wildlife Service. A preliminary field reconnaissance and review of existing maps identified potentially sensitive areas, and each property was examined on-the-ground during spring and summer of 1995. Areas considered potentially sensitive included wetlands, large blocks of forested land or corridors of natural vegetation connecting such blocks, floodplains and lands potentially affecting stream water quality. Also considered were non-forest uplands which might contain remnant prairie components or other unique features.

Access was limited in some locales to road ends; however, representative areas within each wetland and forested area identified in this Inventory were analyzed in the field. Wetland boundaries were compared to delineations on the National Wetland Inventory Maps, with final adjustments based on field observations and aerial photo interpretations.

Map 6 CITY OF PORTAGE SENSITIVE LAND AREAS



0 2,500 5,000 Feet

Sensitive Land Areas



Floodplain boundaries were taken from the FEMA Flood Insurance Rate Maps. The field crew examined the entire length of both Portage Creek and the West Fork of Portage Creek and the vicinities where endangered or threatened plants and animals had been found during past studies.

Sensitive areas were ranked on a numerical scale of 1 to 3 as follows:

1. Areas containing, or considered extremely important to protecting, resources of city-wide importance. Loss or degradation of such an area would represent a significant reduction in the city's natural resources.
2. Lands with resources of local importance or serving as buffer areas protecting locally important resources. Loss or degradation of such an area would result in a significant reduction in a neighborhood's landscape diversity and the cumulative loss of such areas could seriously reduce the city's natural resources base.
3. Areas containing natural resources of a type recognized by environmental planners and managers as generally important or serving as buffer zones protecting important resources. Loss or degradation of such areas would not necessarily negatively impact the city's natural resources base, but certain construction/development activities in these areas could harm important resources.

3. Summary of Findings

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

All wetlands larger than five acres or connected with a lake, pond or stream are protected under the state's Goemaere-Anderson Wetland Protection Act. This state law prohibits filling, dredging or draining of the wetlands; however, it does not prohibit other types of alternatives such as tree or brush removal. This law also does not directly protect the aquifers upon which these resources depend. These areas of concern could be addressed by the establishment of a protected upland buffer zone around any of the wetlands. Rather, the available information suggests that aquifer recharge is a city-wide area of concern, as most significant water withdrawals come from municipal wells of the Cities of Portage and Kalamazoo. This Inventory, therefore, suggests that only the wetland areas proper should be considered sensitive.

The value of Portage Creek has also been documented by a previous study conducted under contract with the city. Portage Creek is a trout stream, a very rare resource in a southern Michigan city the size of Portage. At present, the chief threat to the stream is temperature increase which could result from the combined effects of direct industrial discharge of heated water, additional summer stormwater runoff and water withdrawal from the basin aquifer. Loss of shade from removal of riparian vegetation could also negatively impact certain stretches. Portage Creek and other streams within the city are protected from dredging and filling by the state Inland Lakes and Streams Act. This law, along with the Soil Erosion and Sedimentation Control Act, also restricts most construction activities within 500 feet of the stream ordinary high water mark. Surface water runoff from some types of developments is also controlled under the federal Clean Water Act as amended in 1987. However, the potential importance of Portage Creek as a recreational resource suggests that additional measures to maintain stream temperatures, protect water quality and maintain an aesthetically pleasing corridor along the stream should be considered. This Inventory therefore includes all lands within 200 feet of the stream as sensitive.

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

The sensitive land inventory revealed no upland forested or non-forested areas which seemed to satisfy criteria for ranking as sensitive. The city has many large upland areas with natural vegetation, but the ecological communities are common in southern Michigan. Most of the areas with mature trees are already in city or state ownership. This study found no areas of remnant upland prairies, although several potential sites in the northeast and southwest parts of the city were searched intensively for prairie components.

In summary, three types of areas were determined as sensitive: (1) wetland, (2) a 400-foot wide corridor along Portage Creek, and (3) the 100-year floodplain of Portage Creek and other drainages. These areas overlap in many parts of the city and contain subareas with different values and vulnerabilities to land use changes and other human activities.

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III. Administrative Structure

- A. Organization
- B. Planning and Financial Operations
- C. Maintenance and Development of Operations
- D. Recreation Programming Operations



III. ADMINISTRATIVE STRUCTURE

A. ORGANIZATION

1. Council/Manager Form of Government

Portage City Government

The City of Portage operates under the Council/Manager form of government. The Council/Manager Plan is a system of local government that combines the political leadership of an elected City Council with the professional managerial experience of the City Manager. City employees are hired and discharged by the City Manager and are responsible to the City Manager in all aspects of job performance.

Portage City Council

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

The City Manager

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

Refer to Figure 1 for the City of Portage Organizational Chart.

2. Park Board Organization

The City of Portage Park Board was established in 1966, as authorized by P.A. 156 of 1917, through Article I, Section 11-1 of the Portage City Code.

In 1991, the City Council amended Chapter 250 and Chapter 268 of the Code of Ordinances to better define the role of the Park Board in assisting the Council with policy-making matters. With the adoption of this ordinance, advisory boards have now been formally included in the city goal establishment process.

Organizational Chart

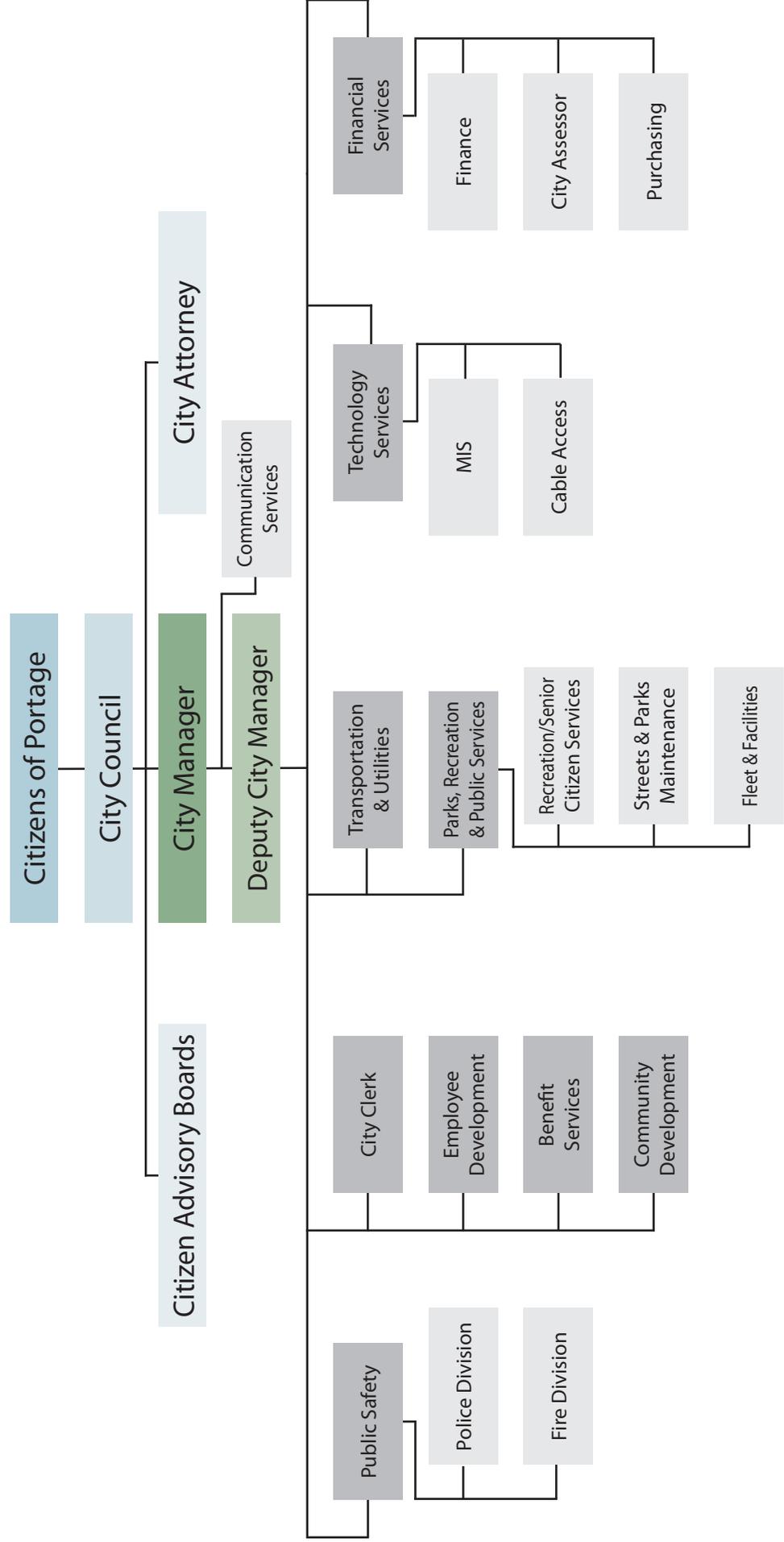


Figure 1

The ordinance amendment allows the Park Board to recommend topics and areas of review prior to the Council annual goal-setting session in December. Park Board goals and objectives are to be in harmony with the overall goals and objectives of the City Council. This procedure allows advisory boards to communicate directly with the Council on important policy issues. The amended ordinance also better defines the role of staff liaison in providing assistance and advice to citizen advisory boards.

a. Purpose

It is the purpose of the Park Board to advise the Council regarding the provision of adequate park and recreation programs and facilities for the broadest enjoyment of all Portage residents.

b. Membership and Terms

The Park Board shall consist of nine electors of the city having an interest in park and recreation facilities. The members shall be appointed by Council for terms of three years, so arranged and appointed that terms of three members commence on October 1 of each year.

c. Quorum and Officers

The majority of members of the Park Board shall constitute a quorum for the transaction of business. The Board shall annually elect a Chairperson, Vice-Chairperson and Secretary and such other officers as it deems necessary.

d. Meetings and Rules

The Park Board shall prescribe rules of operation subject to the approval of Council and provide for regular meetings of the Board.

e. Duties

In November of each year, the Board shall file a report with Council which shall consist of concise statement of the activities of the Board for the past year and a list of suggested topics of study for the upcoming year. The Council, upon receipt of the annual report of the Board, shall determine principal tasks, topics of study and priorities of the Board for the coming year.

f. Records

The Secretary of the Park Board shall keep a correct written record of all business and transactions of the Board, a copy of which shall be forwarded to the City Council following each meeting of the Board. The records shall be filed with the City Clerk and shall be a public record available for inspection.

3. Senior Citizens Advisory Board

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

4. Organization of the Parks, Recreation & Public Services Department

The Parks, Recreation & Property Management Department was officially established in November 1969 with the hiring of its first full-time professional. From 1969 through 2012 duties of the Parks, Recreation & Property Management Department expanded to include senior citizen services, cemetery maintenance, municipal buildings and public grounds maintenance. In April, 2012, a transition occurred where the Parks, Recreation & Property Management Director assumed added supervisory responsibility for another department. This transition created the Department of Parks, Recreation & Public Services. Figure 2 presents the current organization structure of the Parks, Recreation & Public Services Department. Although the transition revised supervisory duties for several employees, separate divisions for Parks, Recreation and Senior Citizen Services remained. The Portage Recreation and Open space plan will reflect upon these three divisions.

Responsibilities of the City of Portage Parks, Recreation & Public Services Department related to this plan may be summarized as follows:

- a. To create and maintain the finest recreation system which can be economically realized and which can effectively serve all citizens of Portage;
- b. To provide city-wide park areas which contain ample space for all passive and active recreation activities and such unique facilities as are deemed appropriate; to develop and maintain recreation facilities which are recognized to possess unique or unusual characteristics not generally available to the citizens in any other recreation facilities or by usual means of procurement;
- c. To continue to operate a vibrant senior center in the City of Portage that consistently earns the highest standards of National Accreditation by the National Institute of Seniors Centers, a unit of the National Council of aging.
- d. To establish suitable recreational and cultural programs for all citizens of the community.

The Parks, Recreation & Public Services Department fulfills its responsibilities through the performance of seven primary functions. These include:

- a. planning and financial operations
- b. maintenance and development operations

Department of Parks, Recreation & Public Services

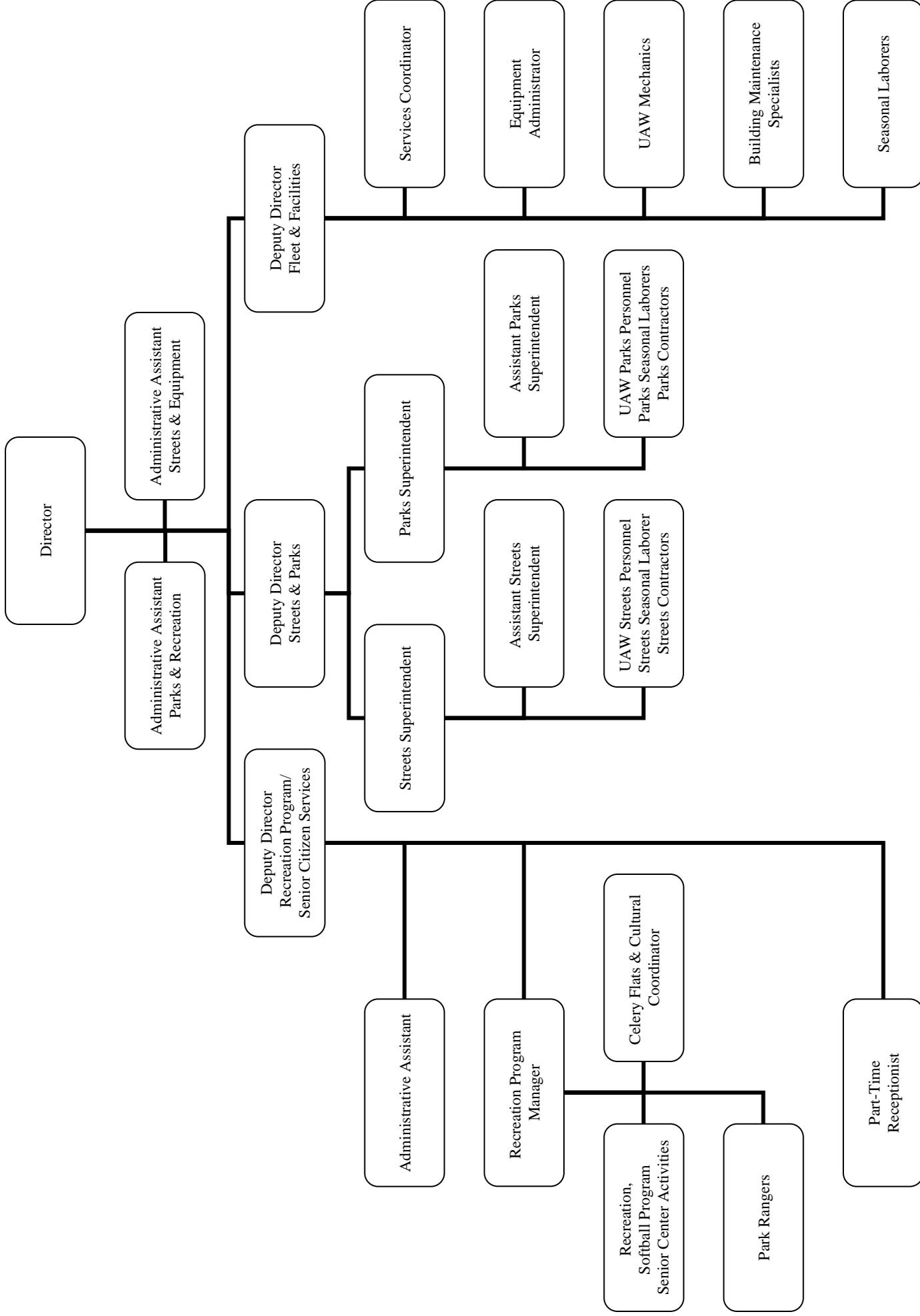


Figure 2

- c. recreational programming operations
- d. cultural programming operations
- e. public information operations
- f. property management operations
- g. management and facility operations of the Portage Senior Center

5. Vision and Mission of the Parks, Recreation & Public Services Department

a. Vision

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

b. Mission

Through a unique, vibrant and well managed parks and public space system, we promote environmental stewardship through public awareness and participation in engaging activities.

We reach for excellence in providing a range and depth of recreation, leisure and cultural programs for people of all ages and abilities.

c. Parks & Recreation Services Provided

The primary services of the department are:

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

d. Operating Philosophy

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

- We reach for excellence and take a quality approach toward providing services, opportunities and facilities.
- We are customer-oriented and aware of public wants and needs, balancing our responsibility to our clients and the taxpayer.

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

e. Financial Commitment

Sources of funding for the department are (in order of magnitude): municipal taxes (see General Fund Budget – Appendix A); user fees and charges; and state and federal grants (see Table 1 – Park Development Grant Summary). Additional resources are derived from community contributions and donations, including volunteer support. The department strives to offer services in the most cost-effective manner, minimizing the impact on the tax rate and seeking alternative sources of revenue enhancement.

f. Activities/Depth Drivers

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

B. PLANNING AND FINANCIAL OPERATIONS

The Parks, Recreation & Public Services Department annually prepares budget requests for City Manager review and recommendation to the City Council for adoption. Included are proposed comprehensive operational and special revenue budgets for the coming fiscal year and a ten-year capital improvement program for land acquisition and major capital projects.

The basic sources for funding to support the operating and capital improvements budgets of the Portage Parks, Recreation & Public Services Department are the following: taxes, fees and charges, government grants and gifts or bequests.

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

Grants – Park development has benefited from a variety of grants as shown on the Park Development Grant Summary (Table 2).

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

Gifts & Bequests – Included are gifts that come from private sources such as foundations, business firms or individuals. These are solicited when accompanying stipulations are such that the gift would be determined beneficial to city responsibilities for the provision of park and recreational services (Table 2).

C. MAINTENANCE AND DEVELOPMENT OPERATIONS

The Department of Parks, Recreation & Public Services, with review and approval by the City Manager, prepares maintenance and development schedules for the fiscal year in accordance with the development and financial program. Maintenance operations are the primary assignment of the Parks, Cemeteries and Public Grounds Maintenance Divisions under the supervision of the Parks Superintendent. These operations include routine, recurring work, repair work, minor construction work and supervision of contractual/maintenance work. The intent of these operations is to maintain high-quality standards in all city parks, recreation facilities, cemeteries and public ground areas. The 2012-13 budget for all maintenance functions is approximately \$1,500,000 and another \$200,000 was budgeted for major capital improvements.

Development operations are the primary assignment of the Director of Parks, Recreation & Public Services with assistance from management staff. These operations include major development and construction operations and major maintenance and repair work. Projects are prioritized annually in the ten-year City Capital Improvement Program (CIP). Tasks falling in these categories are contracted to firms specializing in the specific tasks required. The intent of these operations is to provide the greatest amount of new park and recreation opportunities and maintain existing facilities as economically as possible.

D. RECREATION PROGRAMMING OPERATIONS

The Department of Parks, Recreation & Public Services, with review and recommendation of the City Manager and approval by City Council, develops a comprehensive leisure service program in accordance with planning and financial operations. Recreation programming is directed under the supervision of the Deputy Director, Recreation Program Manager and the Celery Flats/Cultural Events Coordinator. These operations include the provision of a viable program of recreational and cultural activities for residents in the entire community. In order to meet the demand for these programs, the department utilizes city, school and private facilities.

As indicated in the Recreation Program Inventory (Section V), the activities include youth and adult fitness and athletic programs, cultural arts programs, outdoor education, aquatics and a wide variety of special events for all ages. In addition, the Department operates the Celery Flats Historical Area and the Millennium Park Ice Rink facilities for public benefit.

**TABLE 2
CITY OF PORTAGE
DEPARTMENT OF PARKS, RECREATION
AND PUBLIC SERVICES
PARK DEVELOPMENT GRANT SUMMARY
1987-2011**

Year	Project Title	Funding Source	Grant Amount	Local Match	Project Total
1987	Portage Creek Bicentennial Park Gift Book	Donations from area individuals, businesses and organizations	\$45,000	-0-	\$45,000
1988	Portage Community Bandshell	Gilmore Foundation	\$100,000	\$80,000	\$180,000
1988	South Westnedge Park Improvements	Quality of Life Recreation Bond	\$70,000	\$30,000	\$100,000
1988	Celery Flats Interpretive Center	Michigan Equity Fund	\$25,000	\$25,000	\$260,000
		Upjohn Company	\$100,000		
		Kalamazoo Foundation	\$110,000		
1989	West Lake Nature Preserve Phase I	Michigan Natural Resources Trust Fund	\$100,000	\$40,000	\$140,000
1990	West Lake Nature Preserve Phase II	Quality of Life Recreation Bond	\$50,000	\$50,000	\$100,000
1991	Portage Creek Bicentennial Park Phase I	Land and Water Conservation Fund	\$50,000	\$50,000	\$100,000
1992	Ramona Park Improvements	Michigan Natural Resources Trust Fund	\$150,000	\$80,000	\$230,000
1992	Hayloft Theatre	Gilmore Foundation	\$75,000	\$150,000	\$295,000
		Kalamazoo Foundation	\$30,000		
		Upjohn Co. Foundation	\$30,000		
		Dorothy Dalton Foundation	\$10,000		
1994	Stuart Manor Portage Creek Improvements	Kalamazoo Foundation	\$300,000	\$50,000	\$350,000
		Inland Fisheries	\$10,000	\$18,000	\$28,000
1995	Celery Flats Amphitheatre	Michigan Equity Fund	\$25,000	\$40,000	\$75,000
		Upjohn Co. Foundation	\$10,000		
1995	Ramona Park Improvements	Kalamazoo Foundation	\$128,500	-0-	\$128,500
1996	Bishop Bog Development	Michigan Natural Resources Trust Fund	\$150,000	\$50,000	\$200,000
1996	Portage Creek Imp.	Inland Fisheries	\$7,000	\$20,915	\$27,915
1998	S. Westnedge/PCBP Bikeway Connector	Kalamazoo County Infrastructure Fund	\$50,000	\$50,000	\$100,000
1999	PCBP North Trail Development	MNRTF	\$113,000	\$112,000	\$275,000
		Kalamazoo County Infrastructure Fund	\$50,000		
1999	Shaver Road Bikeway	T-21	\$165,710	\$70,000	\$235,710
2000	PCBP II	CMI	\$225,000	\$100,000	\$325,000
2000-01	West Lake Interpretive Center	Michigan Natural Resources Trust Fund	\$500,000	\$290,000	\$790,000
2001	Harbors West Park Development	Land and Water Conservation Fund	\$100,000	\$100,000	\$200,000

TABLE 2
CITY OF PORTAGE
DEPARTMENT OF PARKS, RECREATION
AND PUBLIC SERVICES
PARK DEVELOPMENT GRANT SUMMARY
1987-2011

Year	Project Title	Funding Source	Grant Amount	Local Match	Project Total
2001	Lakeview Park Development	Michigan Natural Resources Trust Fund	\$200,000	\$150,000	\$350,000
2001	Lovers Lane Bikeway	T-21	\$90,000	\$38,100	\$128,100
2001	Cultural Equipment	Dorothy V. Dalton Foundation	\$10,000	\$0	\$10,000
2002	NW Portage Bikeway	T-21	\$276,000	\$180,000	\$456,000
2002	Bishop's Bog Preserve	Kalamazoo Community Foundation	\$10,000		\$10,000
2003	South Westnedge Park Imp.	Land and Water Conservation Fund	\$150,000	\$150,000	\$300,000
2003	South Westnedge Park Imp.	Kalamazoo Community Foundation	\$10,000		\$10,000
2004-05	S. Westnedge Skatepark Imp.	Various Donors (in-kind gifts)	\$74,000		\$74,000
2004-05	S. Westnedge Skatepark Imp.	Various Donors	\$7,000		\$7,000
2008	Ramona Playground	MRPA - Access to Recreation	\$140,000	\$60,700	\$200,700
2010	NW Portage Bikeway Extension	TEA	\$200,000	\$199,800	\$399,800
Totals			\$3,946,210	\$2,184,515	\$6,130,725

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

E. ROLE OF VOLUNTEERS

1. City Initiatives

The City of Portage understands the growing importance of volunteer resources. Volunteer services are prominently promoted on the front page of the city website (link pages attached). A majority of the services requested on the website relate directly to the Parks & Recreation Divisions. Once volunteers contact the city, the Employee Development Department provides the necessary intake and works with the Parks & Recreation Divisions on specific project needs. Volunteers also contact the department directly to coordinate projects (Table 3). Recent examples of volunteer services include:

- a. Coordination with Western Michigan University (WMU) Student Activities & Leadership Programs. During the past two years WMU has provided over 200 students each spring for park cleanup and each fall for park restoration projects.
- b. Park projects – invasive plant removal and park cleanups – several hundred volunteers from clubs, groups and businesses are yearly involved.
- c. Eagle Scout projects – the department will work with several Eagle Scout candidates each year.
- d. Community flower planting – over 100 volunteers yearly plant flower in the Portage City Centre Area.

2. Park Board Initiatives

The Portage Park Board is in the process of developing a Friends network specifically directed at engaging volunteerism. The stated Objective of the Friends of Portage Parks is “To create volunteer opportunities for Portage residents to become involved in family and health oriented events conducted by the City of Portage and Park Board”. The Board Responsibilities are as follows:

- a. Recruit volunteers through various mediums including the “Portager” and speaking with various area organizations and schools.
- b. Develop a database of volunteers and their areas of interest.
- c. Communicate with Park Board and Event Coordinators on required volunteers.
- d. Contact and schedule volunteers to work at events.
- e. Manage volunteers at each event.
- f. Liaison with City of Portage to share volunteers.
- g. Evaluate potential to develop a future Adopt-A-Park program for area residents.



[Home](#) > [About Portage](#) > [Community](#) > [Volunteering](#)

Select Language ▼

Make a Difference

A great city is built by the sacrifice of volunteers that give it a spirit of community. The City of Portage encourages its citizens to find ways to make a difference in the Portage community and offers this convenient link to volunteer opportunities within the City of Portage.



Donate Time

Community Beautification Projects

There are many opportunities for individuals and groups of all sizes to make a difference in Portage! Church groups, corporate citizens and service organizations often provide much-needed manpower for important beautification projects in the city. Projects range from park cleanup, flower planting (spring), park shelter upgrades, cleaning buildings at Celery Flats and other projects tailored to you or your group.

[Volunteer](#)

Eagle Scout and Girl Scout Gold Award Projects

City staff work directly with individual Eagle Scout and Girl Scout Gold Award candidates to design a service project that matches your skills and ambitions.

[Volunteer](#)

Event Staffing

The city is always in need of volunteers to staff recreational and entertainment events such as the Traditional Holiday and Tree Lighting Ceremony, Summer Entertainment Series events, among others. Jobs include everything from event set-up, staffing ticket booths and concession stands to crowd control and tour guides at the Celery Flats Interpretive Center.

[Volunteer](#)

Department Staffing

City departments can often use the help of good volunteers, particularly the Office of the City Clerk and at the Portage Senior Center. Among other tasks, volunteers assist with election activities, reception duties and even drive the Senior Center bus.

[Volunteer](#)

Advisory Boards and Commissions

Do you have some great ideas? Can you commit time each month to your community? The Portage City Council relies on community volunteers for a variety of services and periodically asks Advisory Boards and Commissions to review programs developed by the City Administration and make recommendations. Meeting times and responsibilities of each of the Boards and Commissions vary.

[Volunteer](#)

Donate Dollars

Water Features

The City of Portage is blessed with several water features that add to the aesthetics of the community – Millennium Park fountain, Lovers Lane Trailhead fountain and

• Navigation

- [Community](#)
- [History](#)
- [Volunteering](#)
- [Housing](#)
- [Demographics](#)
- [Public Safety](#)
- [Education](#)
- [Portage Senior Center](#)
- [Health Care](#)
- [Community Service Organizations](#)
- [Cable Access](#)
- [Portage District Library](#)
- [Portage Community Center](#)

• External Links

- [Volunteer Kalamazoo](#)
- [Portage Community Center](#)

Liberty Park waterfall and stream. During these challenging economic times, the city has focused its efforts on maintaining core services for Portage residents and has reduced the funding of water feature operations. We have been asked, "Can I give the city the money to run the Millennium Park Fountain?" The answer is, "Yes!" The city is accepting pledges to fund the operation of the three water features. Pledges will be totaled on May 1, 2013 to determine if there is sufficient funding to operate one, two or three water features.

[Pledge](#)

City Centre Flowers

Each spring, with the assistance of Kalamazoo In Bloom, the city transforms the Portage City Centre into a vibrant, thriving sea of color and texture. You may have noticed in recent years, however, that the number of flowers planted in the City Centre - and in other flowerbeds across the city - have been reduced. Like the water features, flowers add to the beauty and quality of life in Portage and residents often ask if they can donate to the purchase of flowers. Click the DONATE button to download and print a donation form to designate your tax-deductible donation to the Parks fund for the purchase of flowers.

[Donate](#)

Portage Senior Center

Did you know that the Portage Senior Center (PSC) is only partially funded by the City of Portage? Small grants from the Area Agency on Aging help support staffing, transportation and health promotion with more than 50 percent of operating funds raised by Staff, PSC members and the Friends of the Portage Senior. Additional funds for operating expenses and other equipment and building needs are raised through membership fees, special fund raising events, trips, occasional grants, participant fees, donations and memorial gifts. Currently, the PSC is in need of a large screen television for the multipurpose room and laptop computers for the computer lab. Visit the Friends of the Portage Senior Center website to make your tax-deductible contribution.

[Donate](#)

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- [State of Michigan](#)
- [Portage Community Center](#)

Read the award-winning *Portager*



Get the information you need on Portage events, construction projects, city projects and much more.

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Table 3
City of Portage
Parks
Volunteer Opportunities

Provided below is an initial list of options for individual or group volunteer services to the City of Portage Parks Department:

<u>Event</u>	<u>Approximate Date</u>	<u>Hours</u>	<u>Comments.</u>
Flower Planting	3 rd Friday in May	8:30 a.m.-12:30 p.m.	Individual or group. Tools and pizza lunch provided. 2 hours minimum time requested.
Community Service Projects	Variable	Vary	Specific to time and needs of individual/group and if supervision required. Spring park cleanup, invasive plant removal (garlic mustard), wildflower bed management, shelter upgrades – open to working out projects with volunteers.
Celery Flats Interpretive Center Guide	June – August Saturdays Sundays	10 a.m. – 3 p.m. Noon – 5 p.m.	Manage facility and give tours to drop-in visitors. Opportunity to learn history of community and relate to park visitors.
SES Kids Kickoff	2 nd /3 rd Friday in June	5-11 p.m.	Individual or small group. Outdoor celebration of summer at Celery Flats. Volunteers needed to assist with set-up, running games/activities for youth and take-down.
Traditional Holiday	1 st Saturday in December	6-9 p.m.	Individual or small group. Outdoor community celebration with holiday tree lighting and celery flats activities. Volunteers would help with refreshments and crowd control.
Vine Reduction Project (VRP)	Winter	Daylight	Individual or small group. Cutting of vines along trails and walks. City to provide gloves and pruners.
Eagle Scout Idea	Variable	Daylight	Open to projects from Eagle Scout candidates.
Celery Flats	Spring	Daylight	Clean and dust Grain Elevator or School House. City to supply materials.

FOR INFORMATION PLEASE CONTACT PORTAGE PARKS AT: 329-4522

IV. Recreation Inventory



IV. RECREATION INVENTORY

The recreation inventory was conducted using City of Portage records and approved development plans. For planning purposes, Suggested Facility Development Standards from the National Recreation & Parks Association as provided in the MDNR Guidelines (Appendix B) was used as a reference for comparison. Portage has a variety of park spaces and other public recreational trails and facilities. Numerous county, private and non-profit facilities are also found within the community and county and are briefly highlighted as part of the inventory segment. The City of Portage park system includes 17 sites with a variety of facilities. Sixteen of the sites are currently being maintained and available for public use and enjoyment. In the summer of 2011 the city received through donation property to establish the Eliason Nature Reserve. In 2013 another parcel was added to the Eliason Nature Reserve for connection to Osterhout Road with first phase development planned for the spring of 2015. The following information below presents an overview of recreation facilities by classification of recreation area. Being a former township that was incorporated into a city in 1963, park facilities tend to be larger and several are difficult to fit into the Appendix C classification found in the MDNR Guidelines (Appendix B). A chart depicting a detailed listing of activities found at each park site is provided in Table 4. Maps of each park facility are included at the end of this section.

A. PARK LAND AND FACILITY UTILIZATION

1. **Neighborhood Parks** – Portage has three parks which best fit into the neighborhood park classification. In addition to these two park facilities, Portage Public Schools have eight elementary school sites with large active and open space areas for public use that should be considered neighborhood park options.

Harbors West Park (3458 Summersong Path) – Located north of Milham Avenue, just west of Angling Road in the Harbors West neighborhood, Harbors West Park features play equipment, volleyball and basketball courts, a restroom/picnic shelter and a youth in-line hockey rink. Walkways and open play spaces are also provided. The park is popular for family events and youth team activities.

Size: 6 acres

Accessibility Assessment: 4

DNR Grant Inventory: None

Haverhill Park (6577 Hampton Street) – Nestled in the beautiful, tree-lined Haverhill neighborhood, this park offers basketball and tennis courts, open play areas with picnic tables, playground facilities, a youth in-line hockey rink and restrooms. Haverhill Park is adjacent to Haverhill Elementary school which provides additional recreational space for this heavily populated portion of Portage. Directly connected to the Northwest Bikeway trail, Haverhill Parks is a popular stopping point for trail users.

Size: 4 acres

Accessibility Assessment: 3

DNR Grant Inventory: #26-01564. Scope – picnic/restroom building, parking lot and entry walks, playground area, asphalt pathways, basketball courts, sand volleyball court, site preparation and landscaping. Current condition – all elements in excellent

Table 4
City of Portage
Park Facilities Inventory

PARK NAME	ACREAGE	Basketball Courts	Tennis Courts	Ballfields	Play Equipment	Shelters	Picnic Tables	BBO Grills	Restrooms	Canoe/Surrey Livery	Swimming Beach	Ice Skating	Walking/Nature Trails	Biking Trails	Soccer Fields	Limited Concessions	Tourist Attraction	Sledding	Volleyball	Fishing	In-line Hockey Rink	Floral Displays	Facility Reservation/Rental	Skate Park	Pickleball Court
		1 WESTFIELD PARK	12	■	■	■	■	■	■	■	■						■				■				
2 HARBORS WEST PARK	6	■			■	■	■	■	■				■	■					■		■				
3 HAVERHILL PARK	4	■	■		■		■		■					■							■				
4 MILLENNIUM PARK	1								■		■	■	■			■	■						■		
PORTAGE CREEK BICENTENNIAL PARK	205																								
5A A—MILHAM ENTRANCE					■	■	■	■	■				■	■			■					■			
5B B—NORTH TRAILHEAD						■			■					■			■								
5C C—CELERY FLATS					■	■	■	■	■	■			■	■			■			■		■	■		
6 LEXINGTON GREEN PARK	23	■	■	■	■	■	■	■	■				■								■				■
7 RAMONA PARK	67	■	■	■	■	■	■	■	■	■					■	■	■		■	■			■		
8 LAKEVIEW PARK	26	■	■	■	■	■	■	■	■				■						■	■		■	■		
9 WEST LAKE NATURE PRESERVE	110				■	■	■	■	■				■				■					■			
10 SOUTH WESTNEDGE PARK	27			■	■	■	■	■	■					■	■	■	■				■			■	
11 SCHRIER PARK	52				■	■	■	■	■				■										■		
12 BISHOP'S BOG PRESERVE	140												■				■								
13 CENTRAL PARK	12				■	■	■	■	■				■				■			■		■	■		
14 OAKLAND DRIVE PARK	19	■	■	■	■	■	■	■	■				■		■				■	■					
15 LIBERTY PARK	3					■							■				■			■		■			
16 VETERANS MEMORIAL PARK	1						■						■				■					■			
17 ELIASON NATURE RESERVE	141	1.2 mile nature trail, additional development planned for 2015																							

condition and receive considerable use. Nothing replaced and city provides regular maintenance to ensure elements are in proper condition.

Lexington Green Park (1750 Pittsford Avenue) – Located in the Lexington-Green neighborhood of northeast Portage, this park contains a ballfield, pickleball, basketball and tennis courts, inline hockey, and play equipment, as well as trails, picnic shelters and restroom facilities. Open space and wood lots provide options for nature study.

Size: 23 acres

Accessibility Assessment: 3

DNR Grant Inventory: None

2. **Community Parks** – Community parks serve a broader purpose than neighborhood parks and meet the needs for a larger segment of the community. Portage has six parks which best fit into this category.

Central Park (7800 Shaver Road) – Nestled in a bend of Portage Creek, Central Park is the location of the Overlander Bandshell. The Bandshell is an ideal place to spend a beautiful ummer evening, as several concerts are offered. A picnic shelter, play equipment and restroom facilities are provided for family outings. Enjoy a walk along the path to a bridge over the creek.

Size: 12 acres

Accessibility Assessment: 4

DNR Grant Inventory: None

Lakeview Park (9345 Portage Road) – Located along the shore of Austin Lake, this beautiful park is a favorite family picnic spot. Lakeview Park has two fishing piers, two playgrounds, two picnic shelters, a ballfield, sand volleyball, tennis and basketball courts and restrooms. Lakeview Park also offers a large rolling open area with walkways and a wildflower meadow for passive enjoyment.

Size: 26 acres

Accessibility Assessment: 4

DNR Grant Inventory:

26-00181. Scope – acquisition of 24.16 acres of land on Austin Lake. Current use – park has been developed according to master plan, one large development project through further grant assistance below. Table 10 depicts the several facilities found at Lakeview Park.

TF00-367. Scope – construction of new fishing piers/overlooks on Austin Lake, boardwalk, accessible concrete walk and asphalt trail system, playground, sand volleyball courts, pedestrian entrance, signage, site furnishings and landscaping. Current conditions – all facilities in excellent condition through coordinated preventative maintenance program. Lakeview Park is a popular destination site and facilities are well used.

Oakland Drive Park (7650 Oakland Drive) – This active park space provides softball and soccer fields, tennis, volleyball and basketball courts, play equipment and a restroom/picnic shelter. Meadows and wooded lots offer passive enjoyment and

nature study. Located just north of Centre Avenue, Oakland Drive Park has a sledding hill for winter activity.

Size: 19 acres

Accessibility Assessment: 4

DNR Grant Inventory: None

Schrier Park (850 West Osterhout Avenue) – The wooded trails at Schrier Park offer a chance to get away and enjoy a peaceful walk or winter cross-country skiing. Schrier Park is An enclosed pavilion is available for group reservations throughout the year. Play equipment, open activity spaces and restrooms are also available.

Size: 52 acres

Accessibility Assessment: 4

DNR Grant Inventory: #26-00620. Scope – development of the original 46 acres within Schrier Park including picnic shelter, picnic equipment, benches, trails, playfield, parking and entry drive and tot lot and LWCF sign. Current conditions – the picnic shelter has been enclosed and upgraded for year-round group use. The tot lot has been replaced with an updated component system. All other elements remain in operation and receive necessary maintenance.

South Westnedge Park (9010 South Westnedge Avenue) – The six softball fields available at South Westnedge Park provide facilities for city softball leagues and tournaments. A skatepark, in-line hockey rink and soccer field are serviced by a separate parking area west of the ballfields. The park has two restroom facilities to meet participant demand.

Size: 27 acres

Accessibility Assessment: 4

DNR Grant Inventory:

#BF89-492. Scope – renovation of softball field complex to include infield and outfield redesign, replace restroom-concession building with a new structure, installation of additional ballfield fencing and backstop and other park improvements. Current conditions – all still in excellent condition and receive extensive use. Restroom-concession facility won a design award and remains a focal point.

#26-01600. Scope – concrete skate park, outdoor in-line hockey rink, soccer field, walkways, restroom facility, parking lot expansion, site work, landscaping and site amenities. Current conditions – all elements in excellent condition. Skate park is best in the area and very busy year-round. Other facilities well used.

Westfield Park (4500 West Milham Avenue) – Situated in northwest Portage at the intersection of two major thoroughfares, Westfield Park is another popular site for all ages. Basketball, tennis, ballfields, volleyball and a soccer field are all available. The park also features a picnic shelter, play equipment and restrooms.

Size: 12 acres

Accessibility Assessment: 3

DNR Grant Inventory: #26-01271. Scope – softball field development, parking lot and restroom/storage building and LWCF sign. Current conditions – all in very good condition and receive necessary preventative maintenance.

3. **Large Urban Park** – Portage has two park facilities that focus on community-based

and regional recreational needs. These parks also promote the need to preserve landscapes and open spaces.

Portage Creek Bicentennial Park

(North Trailhead – 424 Kilgore Road)

(Milham Entrance – 910 East Milham Avenue)

(Celery Flats – 7735 Garden Lane)

Recognized as in the southwest Michigan region as a highlight of the Portage Park System, Portage Creek Bicentennial Park (PCBP) was initiated in 1976 in honor of the nation's 200th birthday. PCBP is a 3.5 mile linear park running along Portage Creek. The park protects the sensitive environment of the Portage Creek basin and offers residents many opportunities to enjoy the creek—from overlook decks to canoeing. Featured attractions include over eight miles of hiking and biking trails, the North PCBP Trailhead, the Milham Avenue activity area and the Celery Flats Interpretive Center and Historical Area. The Celery Flats Interpretive Center highlights the celery heritage of Portage and Kalamazoo County. The Celery Flats Historical Area is home to four relocated structures of historic significance to the community including the renovated 1856 schoolhouse and the grain elevator, Portage's oldest remaining commercial building. The Hayloft Theatre and the Amphitheatre offer cultural opportunities through plays and programs from May-August. Elegant Stuart Manor is used for city events and available to reserve for special occasions.

Size: 205 acres

Accessibility Assessment: 4

DNR Grant Inventory:

#26-01489. Scope – development of paved non-motorized trails, woodchip and superdeck wetland trails, viewing deck, restroom building, signage, fencing, picnic tables and grills, drinking fountain, landscaping and LWCF plaque. Current conditions – all items still in use and receive scheduled maintenance.

#TF98-145. Scope – development of paved non-motorized trails, wetland decking, overlook decks, split-rail fencing, benches, signs, landscape plantings and site landscaping the linear park facility. Current conditions – all elements remain in use and under city preventative maintenance program.

#CM99-393. Scope – development of accessible non-motorized asphalt and concrete trail segment, bank and hill stabilization, wetland deck trail, pedestrian bridge, overlook decks, fencing, landscaping, signs and benches. Current conditions – all items in tact and under city maintenance program.

Ramona Park (8600 South Sprinkle Road) – Ramona Park is another heavily used community-based and regional park facility. With a sandy beach along Long Lake, a pleasant swimming area is available for family enjoyment. The fishing pier, large play structure, beach house, volleyball courts and picnic shelters encourage a lengthy stay. Ramona Park is also the site of several soccer fields, softball facilities, and tennis and basketball courts. Fields are used for city softball leagues, youth sports organizations and general drop-in play.

Size: 67 acres

Accessibility Assessment: 4

DNR Grant Inventory:

#26-01061. Scope – development of two softball fields, parking lot, restroom/storage

building, asphalt drive and LWCF plaque. Current conditions – all elements still in place and receive considerable use for league and drop-in play.

#TF91-335. Scope – elements included the expansion and renovation of the beachhouse, a fishing platform, beach renovation, access walks/trails, picnic area improvements, sand volleyball courts, renovation of softball fields, fencing and resurfacing of tennis courts. Current status – all items still in use. Floating fishing platform was replaced with a permanent pier structure in 2007.

4. **Natural Resource Areas** – Rich with wetlands and sensitive areas, Portage has several facilities dedicated to preservation of natural resources and protecting the environment while providing opportunities for public enjoyment.

Bishops Bog Preserve – This natural park site is located northwest of Schrier Park and south of South Westnedge Park and was primarily obtained through private donations. Bishop’s Bog, the largest “relict” bog in southern Michigan, has been registered with the Nature Conservancy. It is uncommon for this type of bog, which harbors a number of rare plants, to be found in southern Michigan. A linear trail connecting Bishop’s Bog to South Westnedge and Schrier parks allows for passive nature study without disturbing this truly unique environment.

Size: 140 acres

Accessibility Assessment: 3

DNR Grant Inventory: #TF95-212. Scope – development of accessible asphalt trail segment, woodchip trail segment, superdeck trail segment, signs and landscaping. Trail segments total over a mile and a third in length. Current conditions – all elements still in use under city preventative maintenance program.

West Lake Nature Preserve (9001 South Westnedge Avenue) – This park preserve along West Lake boasts a variety of upland, woodland and sensitive wetland areas with unique plant species and animal habitats. Two miles of hiking trails are available, including a floating deck leading across a picturesque bog environment to West Lake. Picnic, playground and restroom facilities are located near the park entrance.

Size: 110 acres

Accessibility Assessment: 3

DNR Grant Inventory:

#26-01060 H2. Scope – acquisition of the original 80-acre part site with 1,195 of frontage on West Lake and 26 acres of lowland marsh. Current conditions – property still under city ownership for intended park use. City has acquired an additional 30 acres to protect the sensitive wetlands and provide options for citizen enjoyment.

#TF87-289. Scope – first phase development of West Lake Nature Preserve to include interpretive trails, entrance drive, parking, restroom/picnic shelter, play area, fencing, park amenities and plaque. Current conditions – all elements remain in use and under city maintenance program.

#BF89-494. Scope – second phase development of West Lake Nature Preserve to include wetland decking, three observation decks, woodchip trail and accessible asphalt trail. Current conditions – all items still in public use and under city care.

#TF00-118. Scope – planned development of interpretive nature center. Current condition – grant was withdrawn as city could not received additional large

foundation grant required to construct and operate facility.

Eliason Nature Reserve (9501 Shaver Road) - The newest addition to the Portage Park system, the Eliason Nature Preserve was donated to the city in 2011 by Linda Eliason as a memorial to her late husband. In 2013, another 18 acres was purchased to provide for access to Osterhout Avenue. The property is a combination of upland and wetland ecosystems and contains a large segment of Bishop's Bog, bringing a majority of the bog under city ownership. A park master plan for the Eliason Nature Preserve was being prepared with first phase development anticipated in 2015.

Size: 141 acres

Accessibility Assessment: N/A, undeveloped

DNR Grant Inventory: None

5. **Special Use Parks** – These are public parks spaces created primarily for a single-purpose use.

Liberty Park (7619 South Westnedge Avenue) – Liberty Park was the result of an environmental and economic development initiative undertaken by the City of Portage. The park area cleans polluted storm water runoff from the South Westnedge Avenue drainage area and prevents pollutants from entering Portage Creek. This urban park features floral displays, a boardwalk and water features. A deck area overlooks Portage Creek and is a perfect spot for nature study.

Size: 110 acres

Accessibility Assessment: 5

DNR Grant Inventory: None

Millennium Park (280 Romence Road) – This high profile one-acre site on Romence Road is home to the first refrigerated outdoor ice skating rink in southwest Michigan. The city provides a staffed skate rental concession and warming house during the winter season. In the spring the park is transformed into a reflecting pond. Easily accessible by bicycle, Millennium Park is a pleasant respite in the shopping district. Restrooms and benches provide for a relaxed visit.

Size: 1 acre

Accessibility Assessment: 4

DNR Grant Inventory: None

Veterans Memorial Park (7801 South Westnedge Avenue) – The park is located near the Portage District Library next to the Portage Central Cemetery. Portage city representatives and the local veteran's organizations identified a piece of city property for a site to honor all veterans. The veteran's organizations of Portage built a memorial as a tribute to those who have served, and currently serve, in the United States military. Walkways and a tree arboretum are additional features found in Veterans Memorial Park.

Size: 1 acre

Accessibility Assessment: 4

DNR Grant Inventory: None

6. **Greenways** – Greenways tie park systems together and form a continuous park

environment. Portage has two greenways of significance.

Portage Creek Bicentennial Park – Previously discussed in this section, Portage Creek Bicentennial Park provides green corridor from the City Centre to the city limits at Kilgore Road for a distance of over 3 miles. The park highlights Portage Creek and protects a variety of wetland habitats while providing planned patron access for community use.

Portage South Central Greenway – A large segment of south central Portage has been set aside through the South Central Greenway (Map 7). With the recent addition of the Eliason Nature Reserve, in additions to West Lake Nature Preserve, South Westnedge Parks, Bishop’s Bog Preserve and Schrier Park, over 450 acres of open space has been connected for this green corridor. Over 5 miles of trails and a variety of park facilities are located in the Portage South Central Greenway.

7. **Connector Trails and Bikeway System** – Connector trails are multipurpose trails that emphasize safe travel for pedestrians and bicyclists for recreational and commuter use. Portage has taken a pro-active approach through a combination of paved shoulder bikeways and non-motorized multi-use trails (Map 8). Portage has over 17 miles of non-motorized trails. In addition to the four-mile central Portage Creek Bicentennial Park trail, the following major connector trails are managed by the City of Portage:

Northwest Bikeway Trail – 3.5 miles in length from McGillicuddy to Romence Road

Millennium Trail – 1 mile in length from Romence Road to S. Westnedge Avenue.

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

Romence Road Trail – 1.75 miles in length between S. Westnedge Avenue and Sprinkle Road.

Shaver Road Bikeway Trail – 2 miles in length from Centre Avenue south to S. Westnedge Park.

Lovers Lane Bikeway Trail – 2 miles in length from Milham Avenue south to Centre Avenue.

East Centre/Sprinkle Road Bikeway Trail – 1.5 miles in length from Portage Road east to Sprinkle Road and Sprinkle Road south to Zylman Road.

East Milham Bikeway Trail - .75 mile in length from Lovers Lane east to Portage Road.

8. **Portage Public School Facilities** – Elementary school sites constitute a portion of the neighborhood parks and playgrounds in the city. Since these areas are beyond the jurisdiction of the City of Portage, no detailed account of playground utilization is available. The eight elementary school sites, however, are used extensively for community recreation as creative or updated playgrounds are now in place at all elementary schools. These eight sites are also used intensively for youth soccer, softball, baseball and football practices throughout the spring and fall seasons.

9. **Kalamazoo County Park Facilities** – Kalamazoo County Parks and Recreation provides a variety of large public park spaces in close proximity of enjoyment by Portage

residents. Many of these parks provide facilities to meet facility development standards for the Portage community.

Kalamazoo County Parks and Recreation Department provided the following information as to the utilization of county parks.

<u>County Park Visits</u>	<u>2010</u>	<u>2011</u>
Cold Brook	128,888	184,652
KRV Trail	50,251	134,703
Markin Glen	166,417	173,676
Prairie View	148,856	236,276
River Oaks	353,123	341,464
Scotts Mill	10,102	15,574
Expo Center	<u>244,825</u>	<u>270,661</u>
Total	1,102,462	1,357,006

(Source: Kalamazoo County Parks & Recreation)

Additional county park information is listed on Table 5.

10. Other Facilities

Portage residents have access to a large number of private and public facilities operated by other units of government. Table 6 lists the private facilities within the City of Portage. Those within 30 minutes of Portage are listed in Table 7. See Maps 9, 10, and 11 for locations of Recreation Areas, Kalamazoo County Open space and Public Lake Access points, respectively. Therefore, many needs are met through a combination of city, non-profit and private providers.

B. RECREATIONAL AREA AND FACILITY EVALUATION

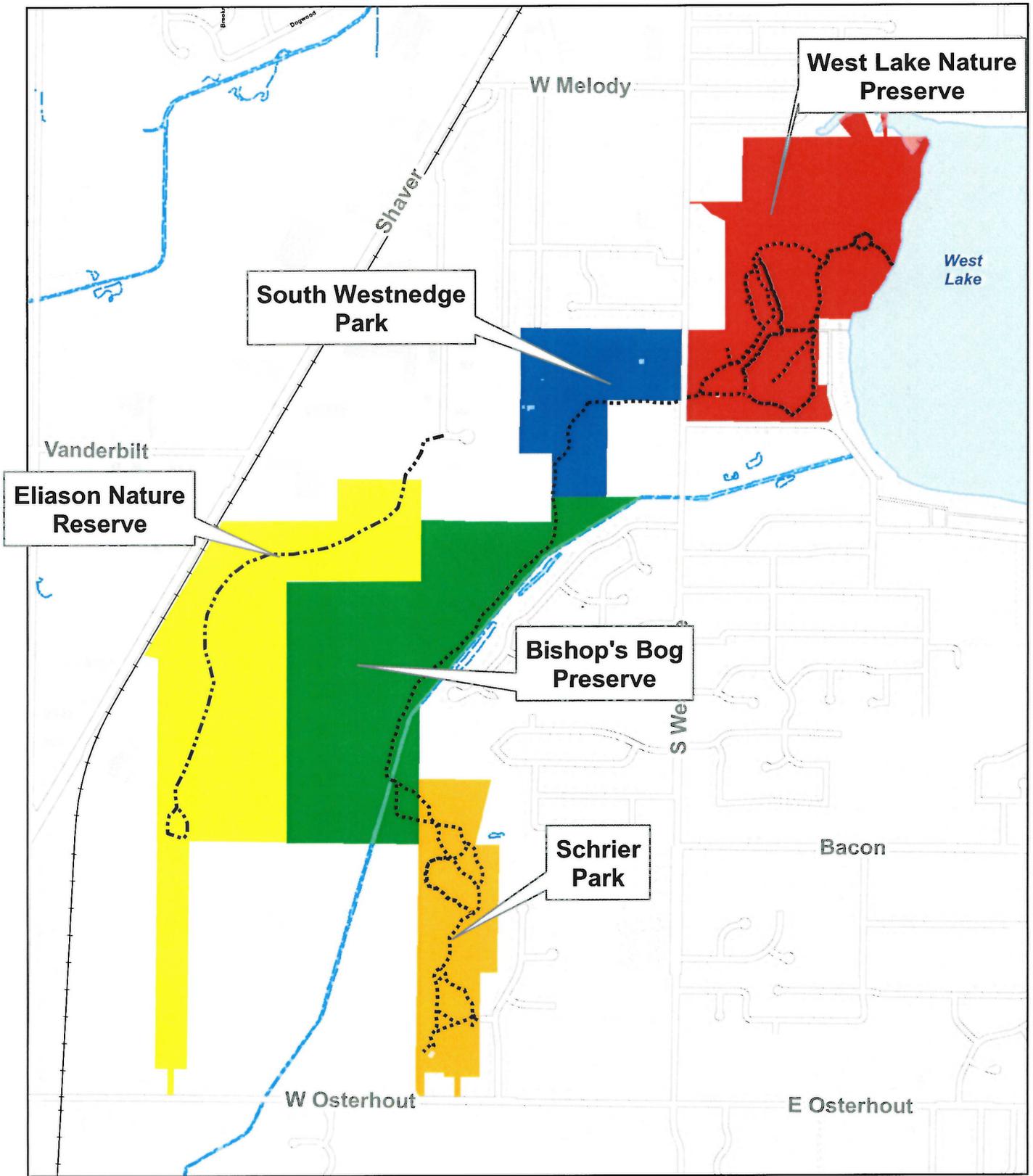
1. Parkland and Facility Needs

Portage is a highly mobile community with a high proportion of automobile availability. It is believed that with the exception of the southeast quadrant, any additional community park acreage should be acquired adjacent to existing community park facilities. Continued centralization of these areas is seen as providing an opportunity for the provision of greater diversity of programs while at the same time providing for more effective and efficient park maintenance. Due to the large acreage lot size, there is no apparent need for mini-parks or tot lots. With respect to neighborhood park/playground areas, development trends suggest continued expansion of residential uses primarily in the southeast quadrant of the city. As such, additional acreage for such facilities should be oriented to these areas.

2. Open Space and Preservation Areas

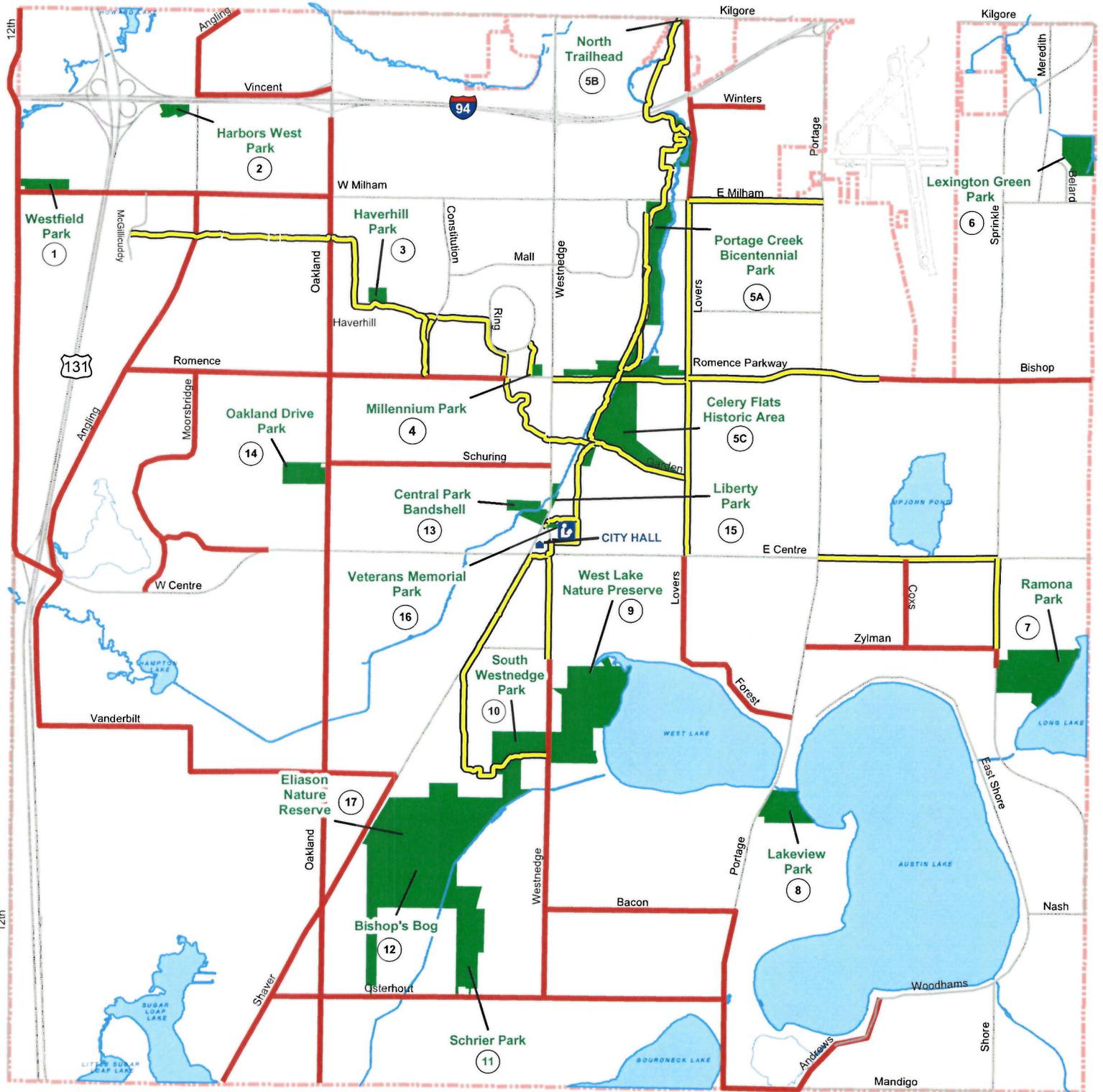
Although no specific standards exist for the evaluation of open space areas, the preservation of natural areas is of prime importance in any urbanizing region. As indicated in the land and water resource sections of this plan, many existing open space areas in the city are experiencing pressures of urbanization. Maintenance of

Map 7
CITY OF PORTAGE
PORTAGE SOUTH / CENTRAL GREENWAY



1 inch = 1,333 feet

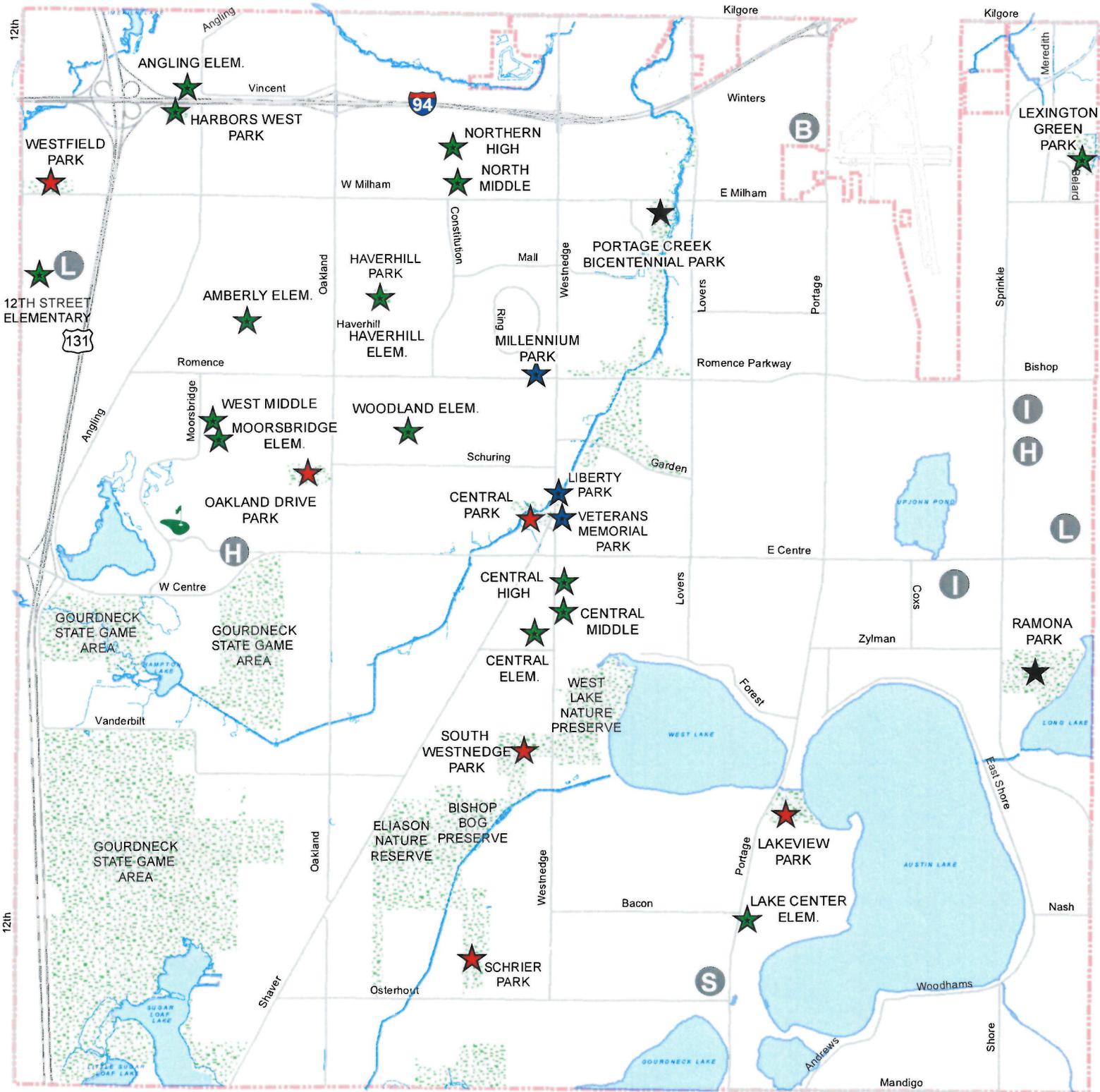
Map 8 CITY OF PORTAGE PARK SYSTEM AND BIKEWAYS / TRAILS



0 2,500 5,000 Feet

- Multi-Use Trail
- Paved Shoulder Bikeway
- Parks Property
- City Boundary

Map 9 RECREATION AREAS AND FACILITIES



- | | | | | | |
|--|-------------------|--|-------------------------|--|-----------------------------|
| | NEIGHBORHOOD PARK | | GOLF COURSE | | INDEPENDENT SOCCER FACILITY |
| | COMMUNITY PARK | | BOWLING LANES | | LITTLE LEAGUE DIAMONDS |
| | LARGE URBAN PARK | | HEALTH/RACQUET FACILITY | | SKATING CENTER |
| | SPECIAL USE PARK | | WATER BODIES | | OPEN SPACE PRESERVE |

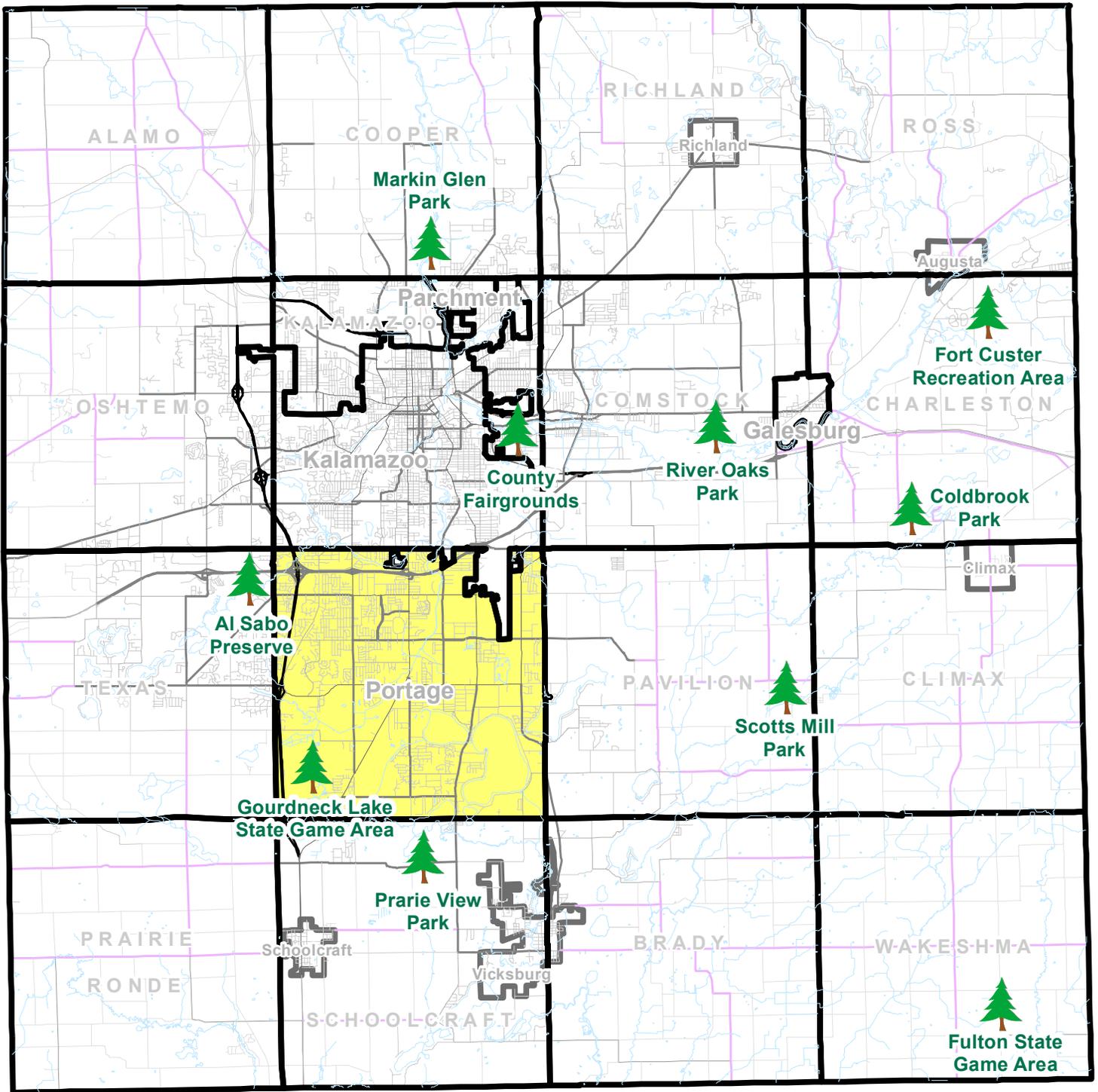


4,000 2,000 0 4,000 Feet

TABLE 5
KALAMAZOO COUNTY PARK FACILITY INVENTORY

Park	Acreage	Facilities	Comments
Coldbrook County Park	276 Acres	Picnic shelters, disc golf, fishing, open play areas, campground, swimming beach, boat ramp, playgrounds, hiking trails, volleyball, softball	
Prairie View County Park	210 Acres	Restrooms, picnic shelters, open play areas, swimming beach, boat launch, soccer fields, playgrounds, trails, dog park, fishing, trails, volleyball, softball, x-country skiing, sledding	Large dog park area
Scotts Mill County Park	110 Acres	Restrooms, picnic shelter, open play areas, playgrounds, fishing, trails	Historical Area
Expo Center and Fairgrounds	100 Acres	County fair facilities, 90,000 sq. ft. expo center, outdoor event spaces	Host to several large community events
River Oaks County Park	330 Acres	Picnic shelters, restrooms, playgrounds, soccer fields, softball complex, trails, boat ramp, volleyball, softball	
Markin Glen County Park	160 Acres	Fishing lake, swimming beach, restrooms, picnic shelter, campground, tennis court, fishing, trails, volleyball, softball	

Map 10
KALAMAZOO COUNTY
OPEN SPACE



0 1 2 4 Miles

TABLE 6
OTHER RECREATIONAL FACILITIES WITHIN PORTAGE

<u>GOLF COURSES</u>	<u>BOWLING LANES</u>
1. Moors of Portage	1. Airway Lanes
<u>HEALTH CLUBS & COURT SPORTS</u>	<u>SKATING CENTERS</u>
1. Courthouse Athletic Center	1. Great Skate Roller Rink
2. YMCA – Portage Facility	2. Roller Rink of Long Lake
3. Powerhouse Gym and Family Fitness	
4. Repetitions Personal Training	
5. Curves For Women	<u>SOCCER FACILITIES</u>
6. Fit Zone For Women	1. Portage Community Soccer Complex (Outdoor)
	2. Soccerzone (Indoor)
<u>LITTLE LEAGUE BASEBALL DIAMONDS</u>	3. Kingdom Soccer Center (Indoor)
1. South Portage	
2. West Portage	<u>GYMNASTICS</u>
	1. Kids Gym
	2. Steps Dance Center
	3. Academy of Dance Arts
	4. Gymboree

TABLE 7
MAJOR FACILITIES (Within 30 Minutes Travel Time)

<u>MAJOR COMMUNITY PARKS</u>	<u>AUDITORIUM</u>
1. Spring Valley Park (195 acres)	1. Chenery Auditorium
2. Milham Park (39 acres)	2. Miller Auditorium
3. Mayor's Riverfront Park	3. Vicksburg Community Auditorium
	4. Comstock Community Auditorium
<u>GOLF COURSES</u>	
1. Crestview	<u>HEALTH CLUBS</u>
2. Grand Prairie	1. Borgess Health and Fitness Center
3. Indian Run	2. YWCA
4. The Prairies	3. SWAT Fitness Center
5. Kalamazoo Country Club	4. Powerhouse Gym
6. RidgeView	5. West Hills Athletic Club
7. States	6. Kalamazoo County YMCA
8. Milham Golf Course	7. Bronson Athletic Club
9. Red Arrow	8. Curves For Women
10. Eastern Hills	9. Endurance Fitness Centers
11. Thornapple Creek	10. Strength Beyond Fitness
12. Olde Mill	
13. Hickory Ridge	<u>CAMPGROUNDS</u>
14. Angel's Crossing	1. Oak Shores Resort
	2. Kline's Resort
<u>TENNIS COURTS</u>	3. Fort Custer Recreation Area
1. West Hills Athletic Club	4. Shady Bend Campground
2. YMCA – Main Facility	5. Camp Rota-Kiwan (Boy Scouts)
	6. Coldbrook County Park
<u>BOWLING LANES</u>	
1. Holiday Lanes	<u>SKATING CENTERS</u> (Roller and Ice)
2. Lake Shore Lanes	1. Rollerworld
3. Continental Lanes	2. Wings Stadium
4. Eastland Bowl	3. Lawson Ice Arena
5. Harpo's Lanes	4. Echo Valley
	5. Twinstar Ice Arena
<u>SKIING CENTERS</u>	
1. Timber Ridge	<u>NATURE AREAS</u>
2. Bittersweet	1. Al Sabo Nature Preserve
3. Echo Valley Toboggan & Tubing	2. Kellogg Forest
	3. Kellogg Bird Sanctuary
	4. Fulton State Game Area
<u>ARCHERY CENTERS</u>	5. Fort Custer Recreation Area
1. Potawatomi Bowmen	6. Kalamazoo Nature Center
2. Brooks Archery	
	<u>GYMNASTICS</u>
	1. Greater Kalamazoo World of Gymnastics
	2. Branch Gymnastics Center

these areas in their natural state offers significant benefits to the community at large. If planned wisely, these areas may serve a variety of functions from recreational to flood control. If neglected, pressures of increased urbanization could result in their degradation and destruction. Neglect of these open spaces and natural areas may also result in exceptional monetary costs to the public for the provision and maintenance of necessary facilities to support their development. Protection of these areas should, therefore, be of utmost concern in future development and budget considerations.

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

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

3. Lake Areas

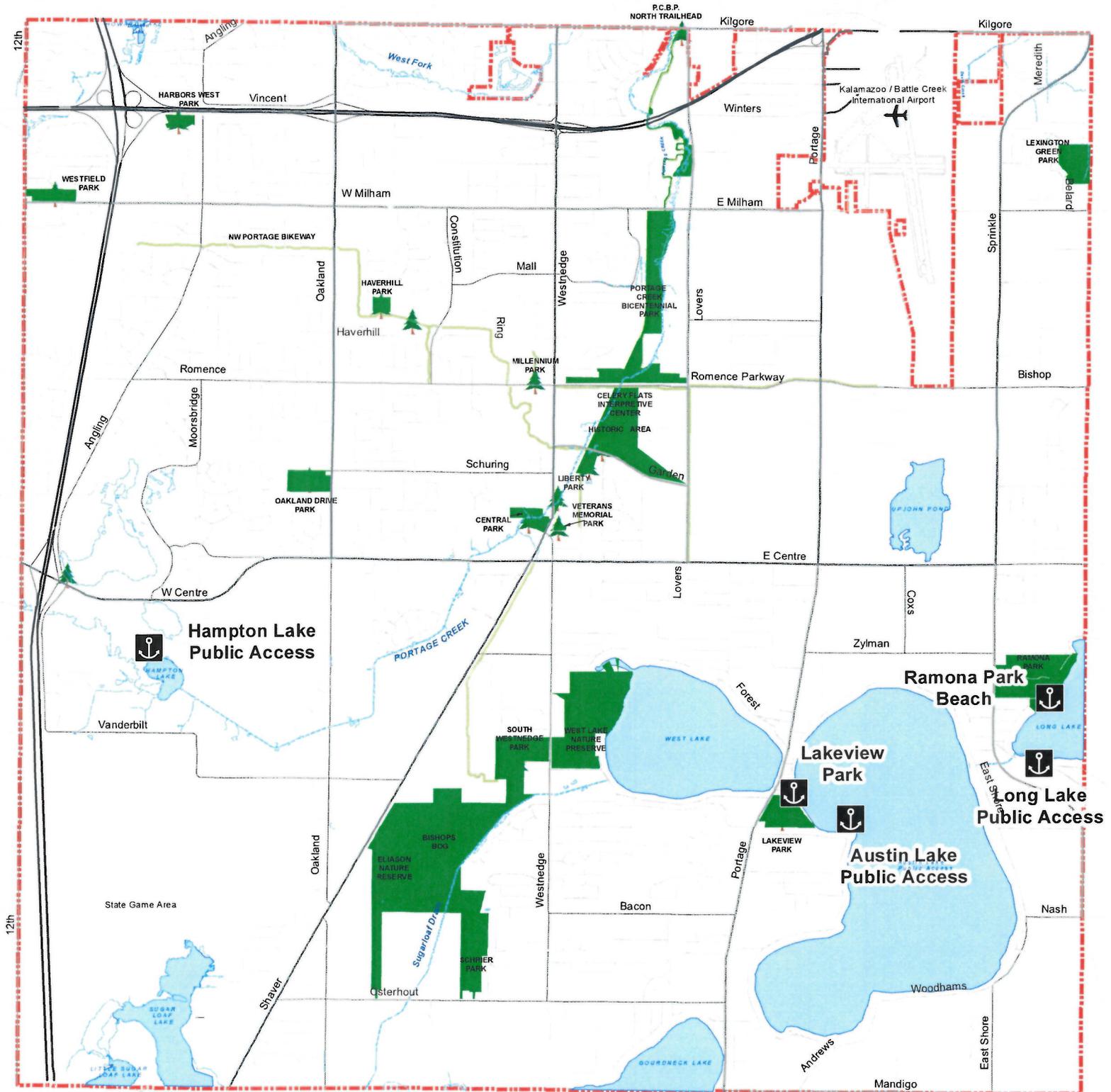
The lake areas are of prime recreational importance in the City of Portage and, as such, deserve special consideration. Seven lakes are located either entirely or partially within the city's jurisdictional boundaries, providing opportunities for water-related activities not generally found in an urbanized setting.

As indicated in the Water Resources Section of this plan (II.B), most water bodies within Portage are suffering the effects of overdevelopment. Not only has extensive development infringed upon the quality of many lakes but also limited the number of public access points. At present, three lakes have improved public access sites: Austin Lake, Long Lake and Sugarloaf Lake (Map 11), all state-owned facilities.

Gourdneck Lake is inaccessible except through a very narrow channel running from Hogset Lake, which has a public access through Prairie View Park. Hampton Lake has no developed public access; however, because of its limited size, a developed public access is believed unwarranted.

In addition to city preservation and restoration activities, three lake areas in particular are of prime importance with respect to the provision of future

Map 11 CITY OF PORTAGE PUBLIC LAKE ACCESS POINTS & LAKE PROPERTIES



**Sugarloaf Lake
Public Access**



**Prairieview
County Park**



0 2,500 5,000 Feet

Legend



Public Access

recreational opportunities. Bordering on Austin Lake, Lakeview Park holds substantial potential for development of additional public access facilities. A seawall/boardwalk and permanent fishing platform have been constructed to enhance the view of the lake and provide additional opportunities for passive recreation.

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

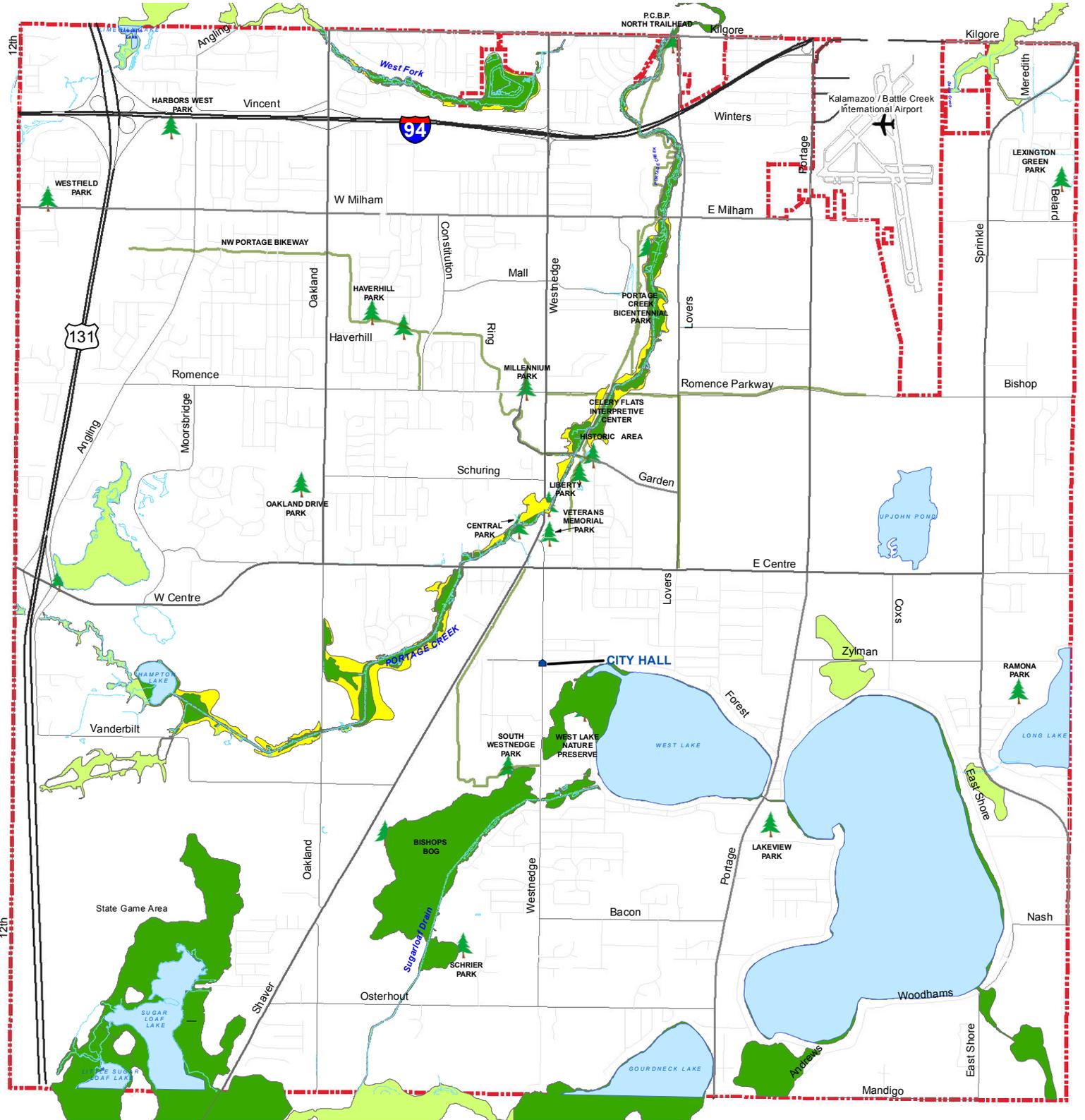
The increased popularity of fishing, boating and swimming activities being experienced throughout the region is indicative of need for additional areas for water-related activities. In addition, the preservation of citywide water resources is of the utmost concern. Therefore, projects designed to both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

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

In general, areas having severe development constraints or which have been identified as flood-prone through the Land and Water Resources Section of the Portage Comprehensive Plan have been designated as open space. Map 12 summarizes the flood-prone areas of the city. The 100-year Floodplain has been utilized to define flood-prone areas, as identified by the Portage Creek Flood Hazard Analysis¹ and the Department of Housing and Urban Development Flood Hazard Boundary Maps.

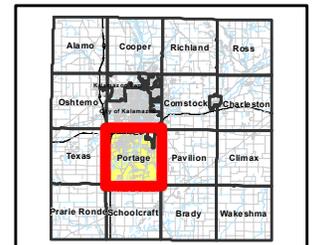
¹ Flood Hazard Analysis, Portage Creek, Kalamazoo County, Michigan U.S. Department of Agriculture, Soil Conservation Service.

Map12 CITY OF PORTAGE FLOOD PRONE AREAS



0 2,500 5,000 Feet

- 500 Year Floodplain
- A - 100 Year Floodplain
- AE - 100 Year Floodplain with elevation
- X - Outside of Floodplain



Kalamazoo County

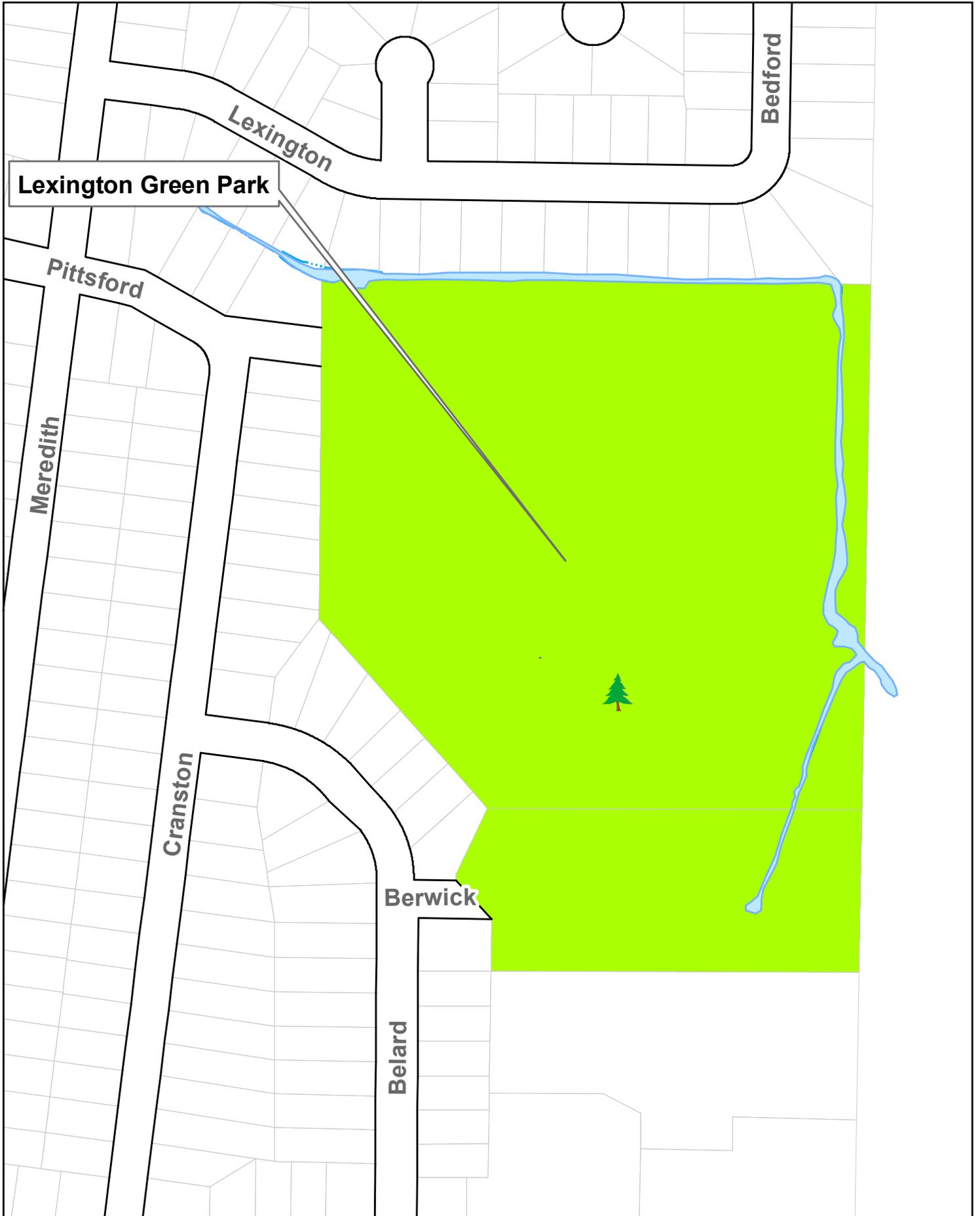
Park Site Maps

Location Index Map

1. **Lexington Green Park**
2. **Westfield Park**
3. **Haverhill Park**
4. **Portage Creek Bicentennial Park**
5. **Central Park**
6. **Oakland Drive Park**
7. **West Lake Nature Preserve**
8. **Ramona Park**
9. **Lakeview Park**
10. **South Westnedge Park**
11. **Bishop's Bog Preserve**
12. **Schrier Park**
13. **Harbors West Park**
14. **Millennium Park**
15. **Liberty Park**
16. **Veterans Memorial Park**
17. **Eliason Nature Reserve**

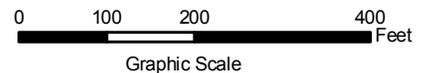
Numbers refer to location on the Park System/Bikeway Map 7.





1

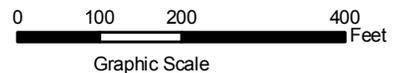
LEXINGTON GREEN PARK

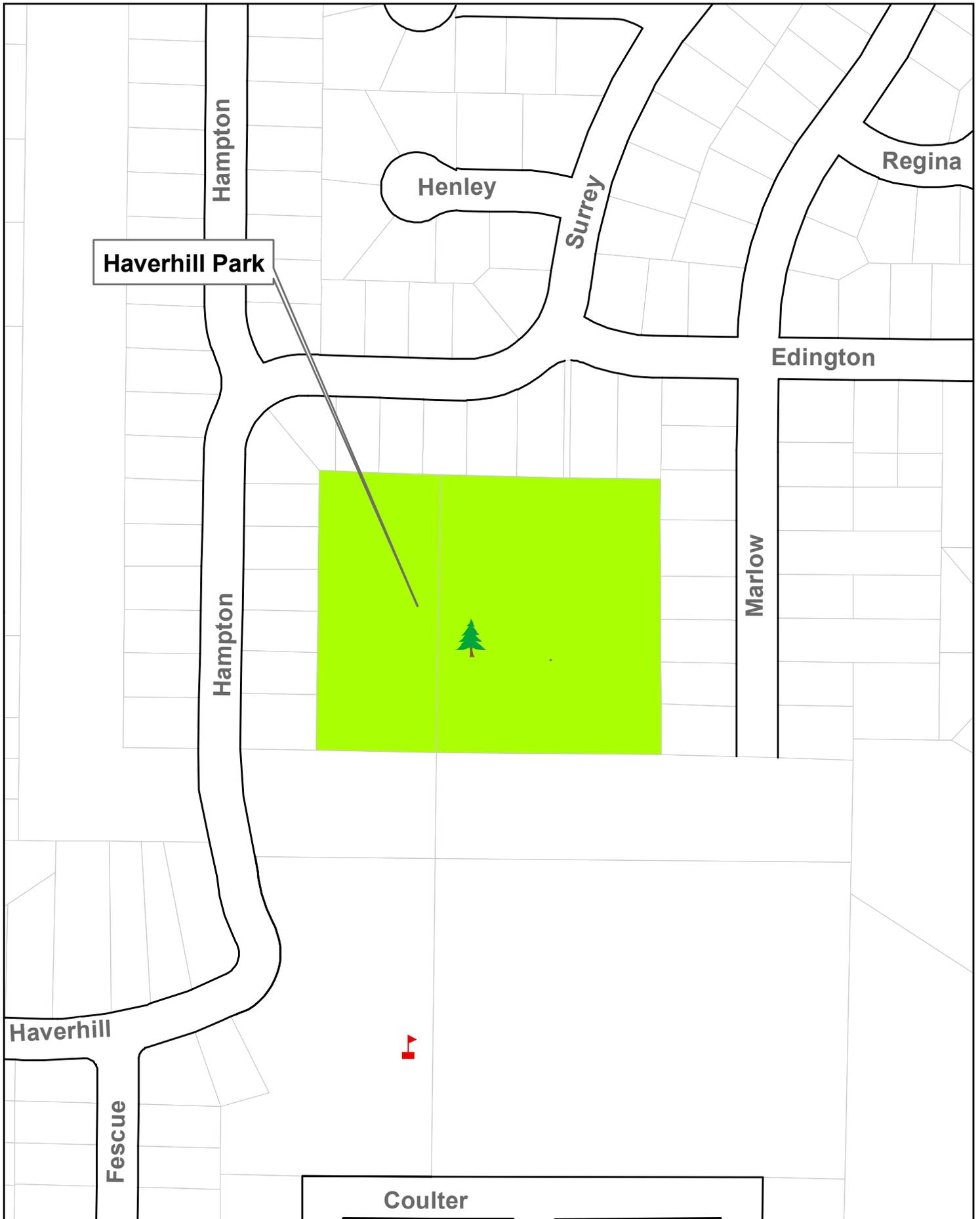




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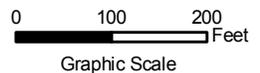
WESTFIELD PARK

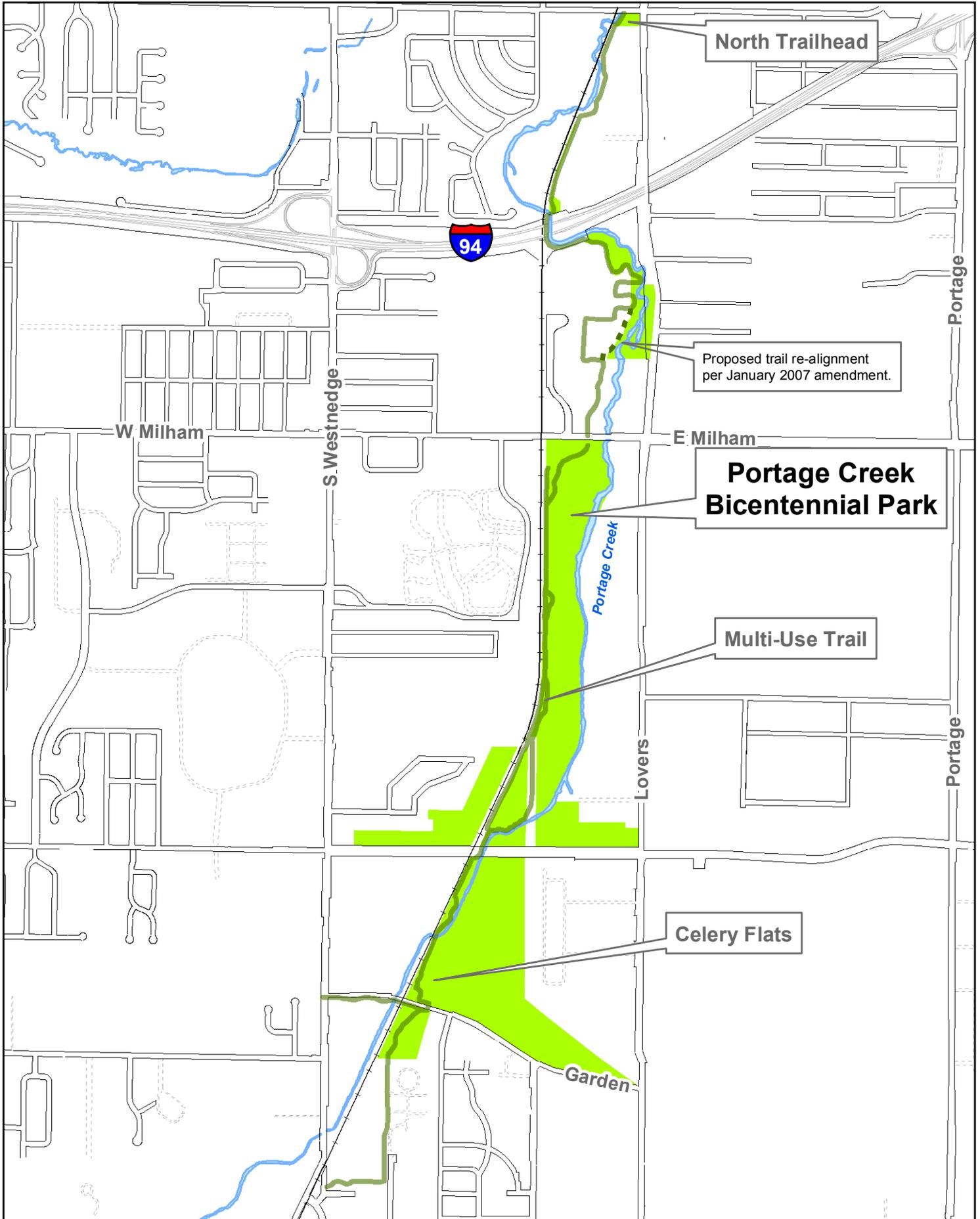




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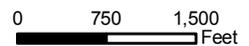
HAVERRHILL PARK



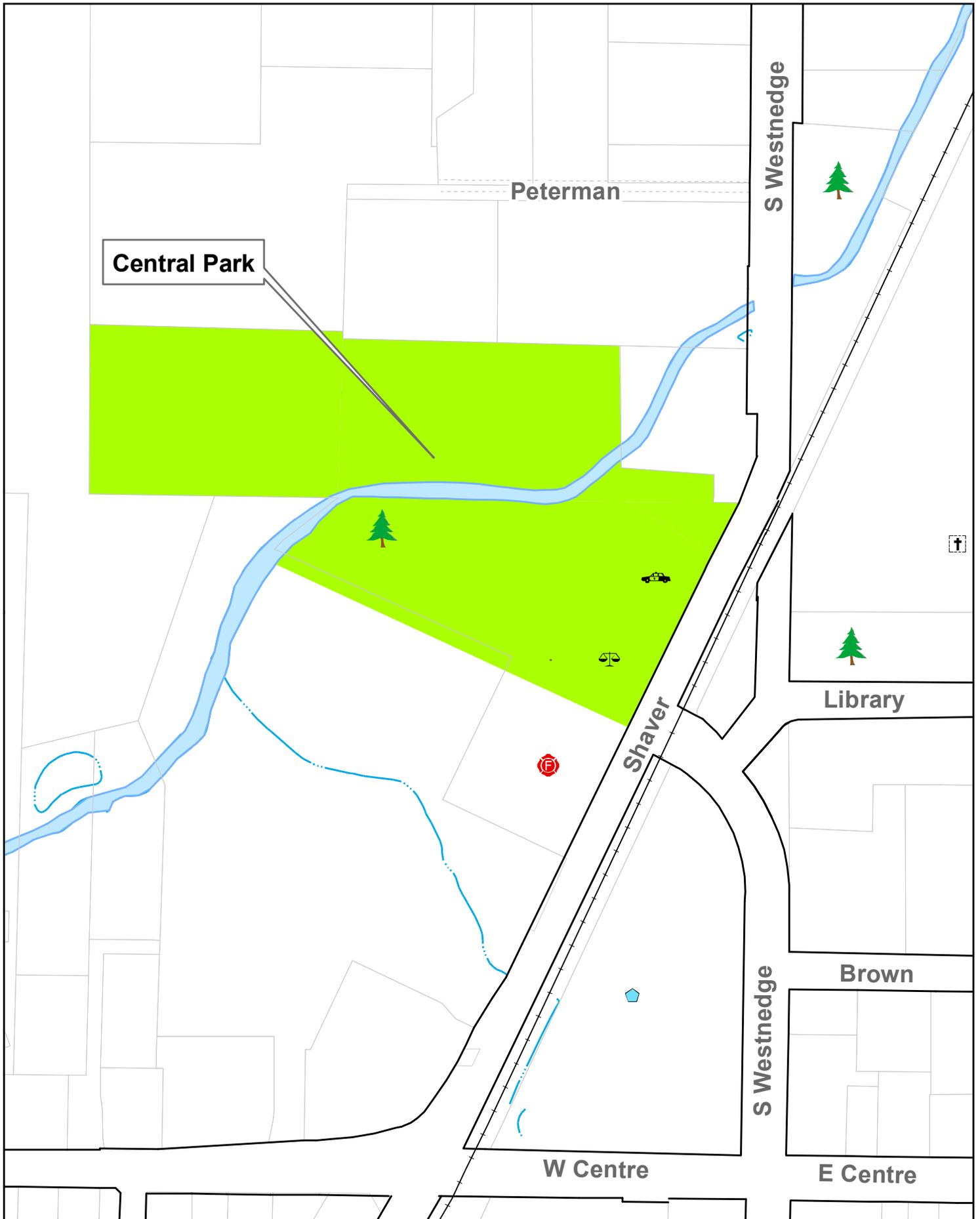


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PORTAGE CREEK BICENTENNIAL PARK

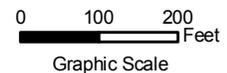


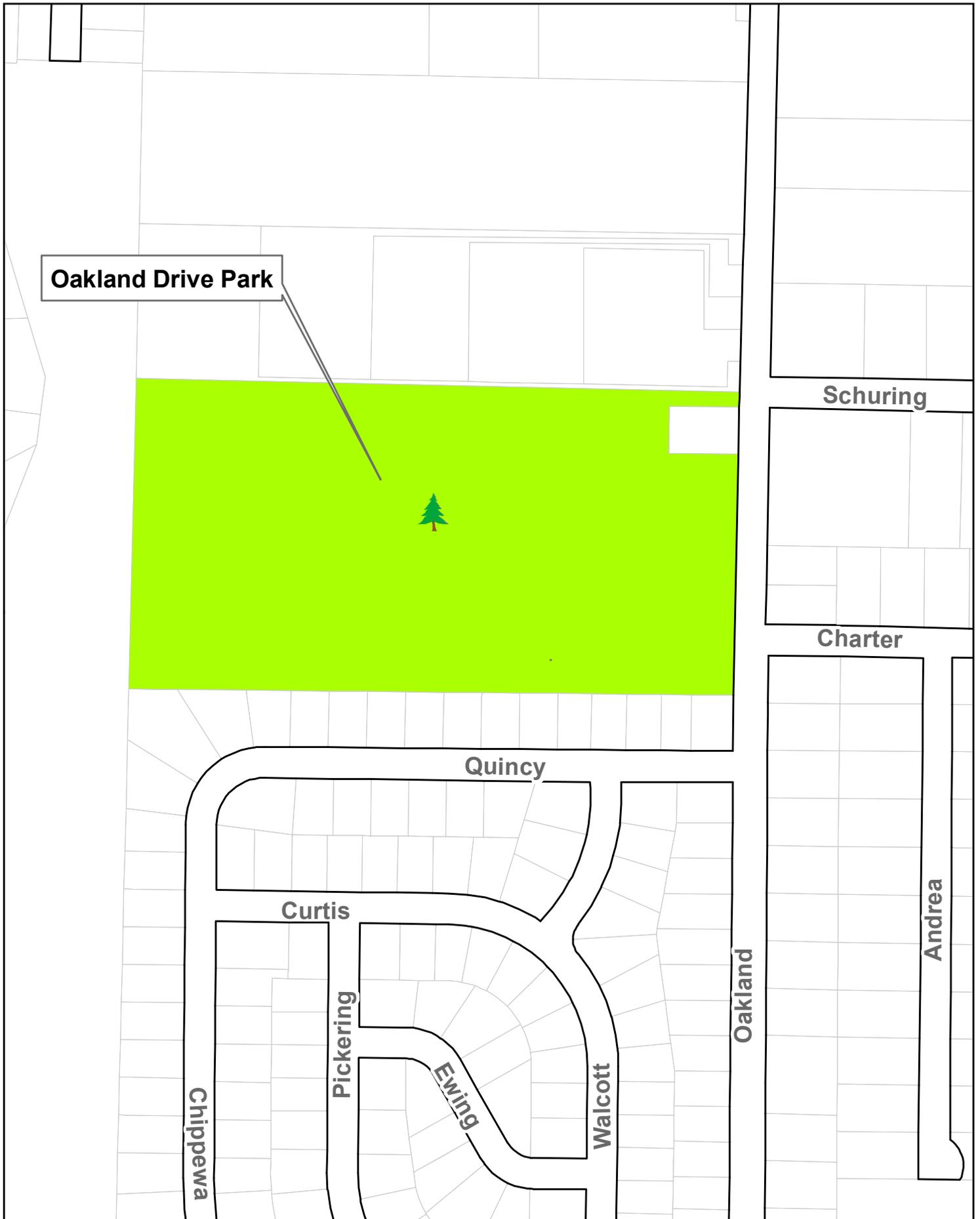
Graphic Scale



5

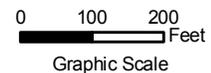
CENTRAL PARK

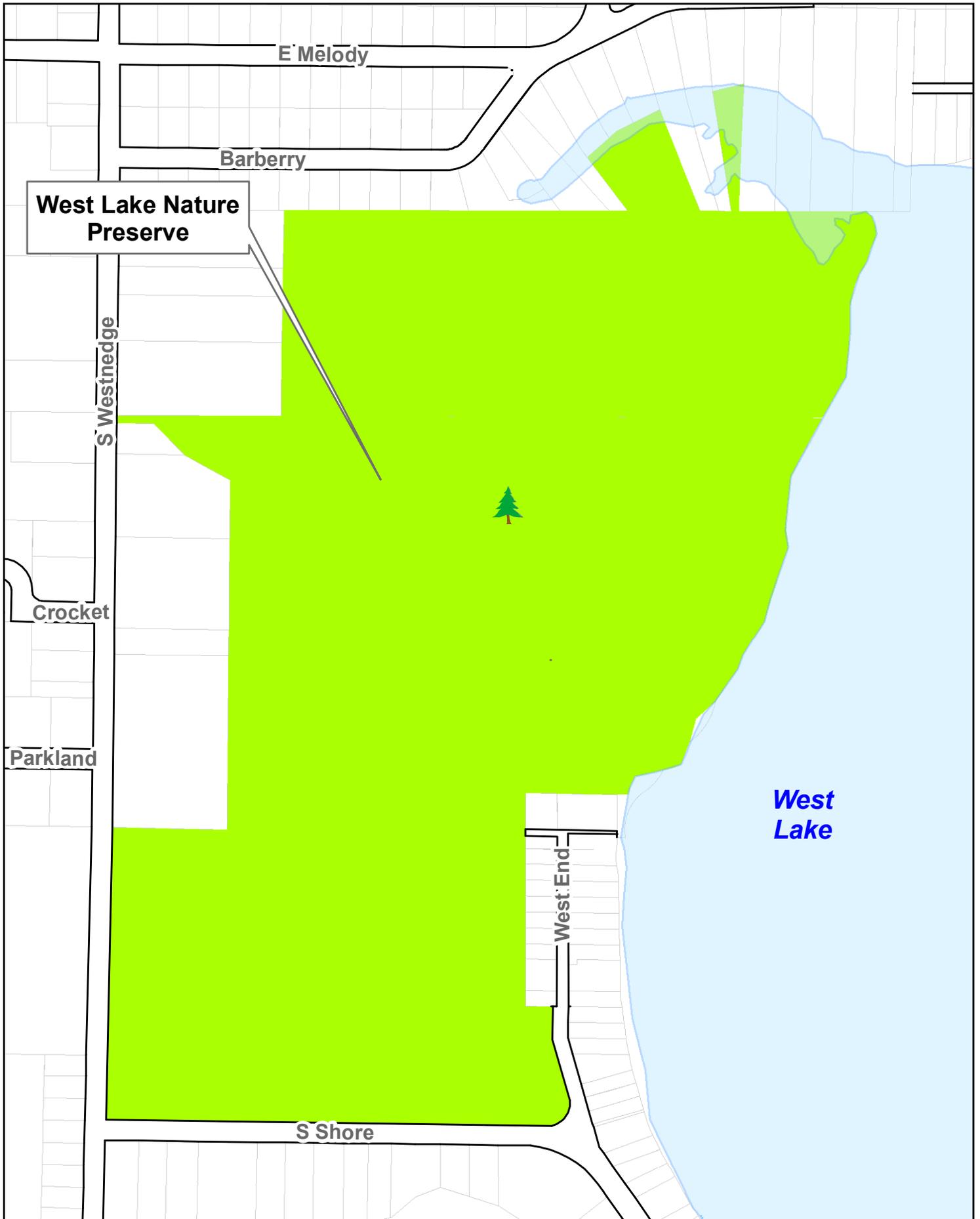




6

OAKLAND DRIVE PARK

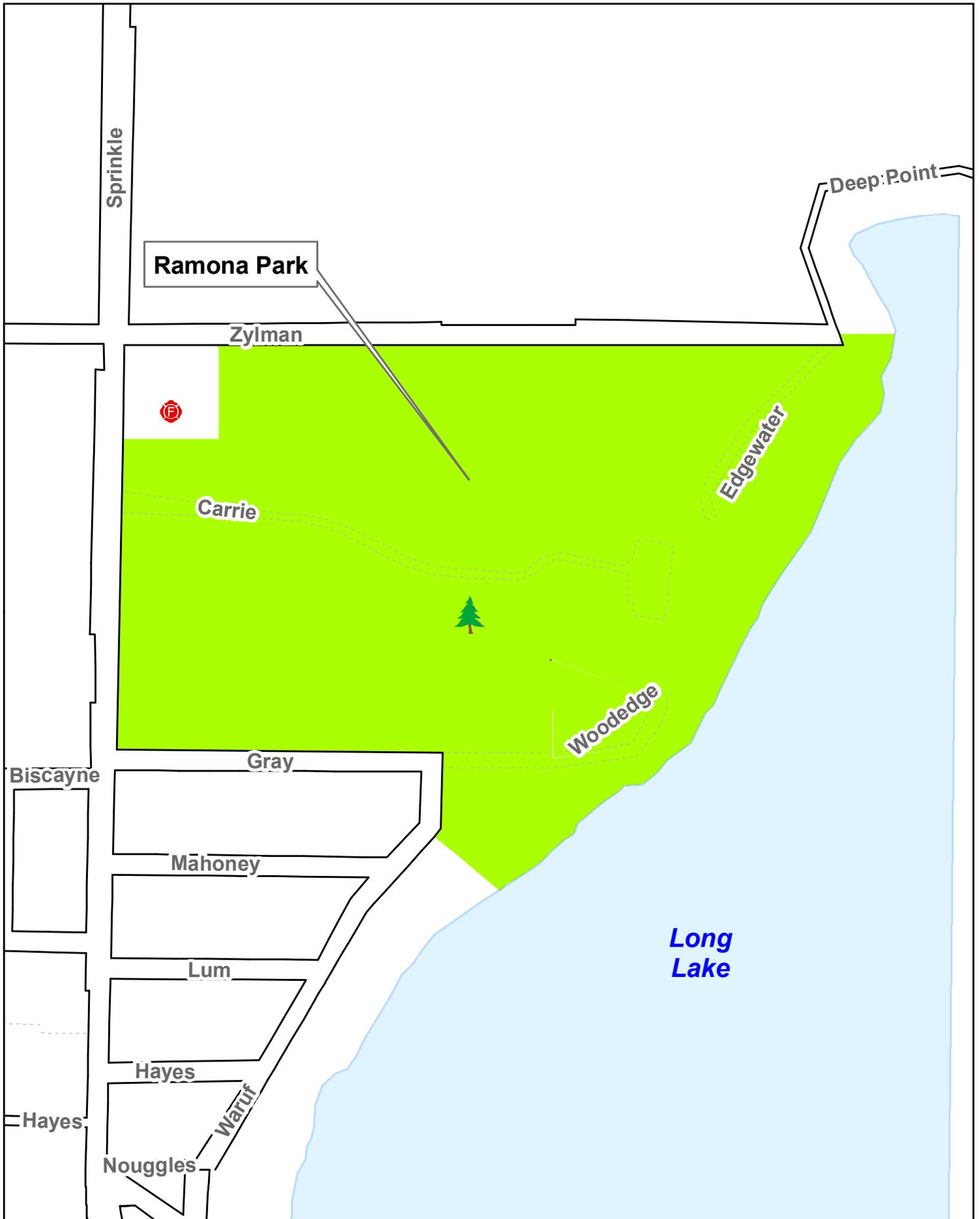




7

WEST LAKE NATURE PRESERVE





8

RAMONA PARK

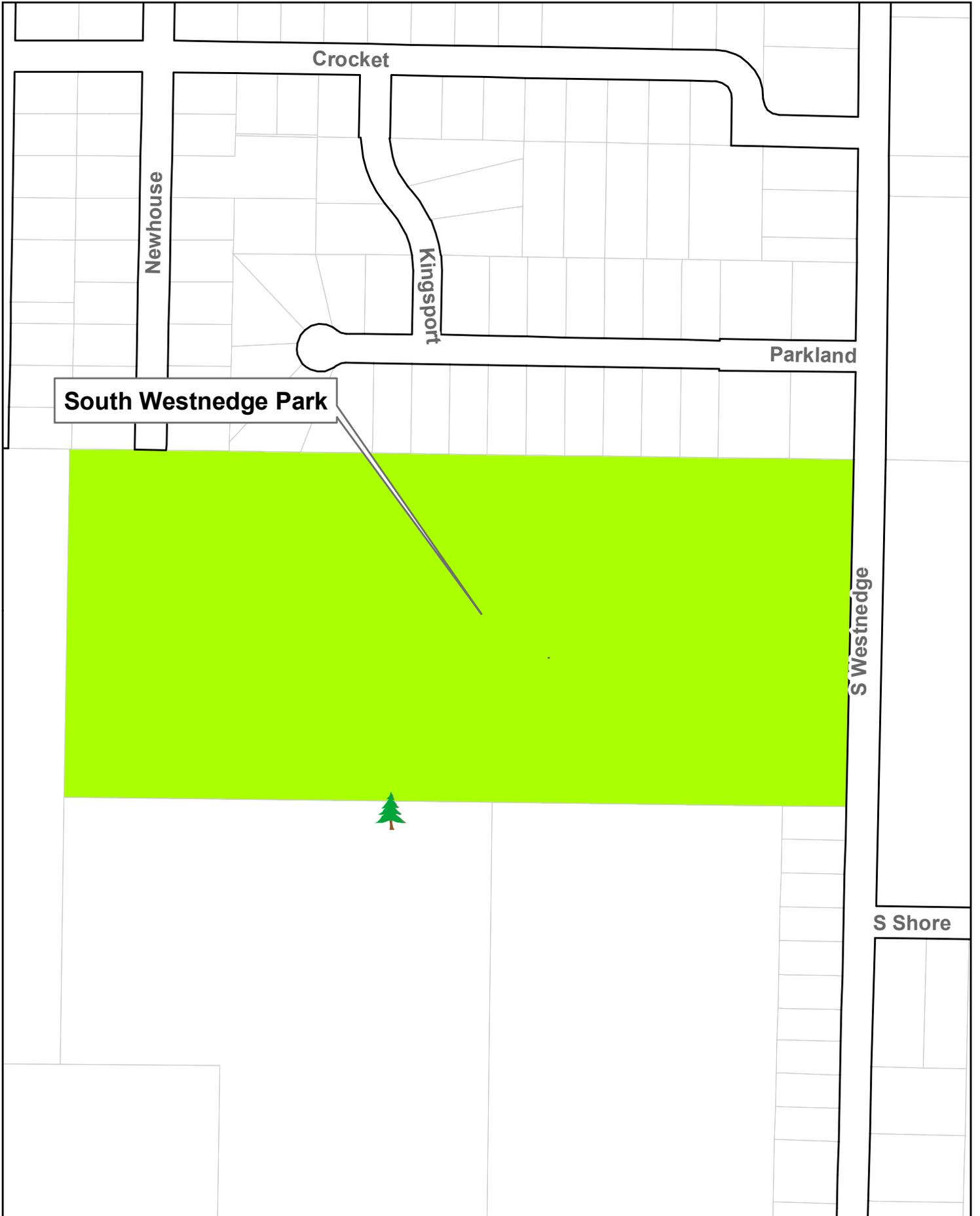




9

LAKEVIEW PARK

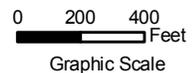
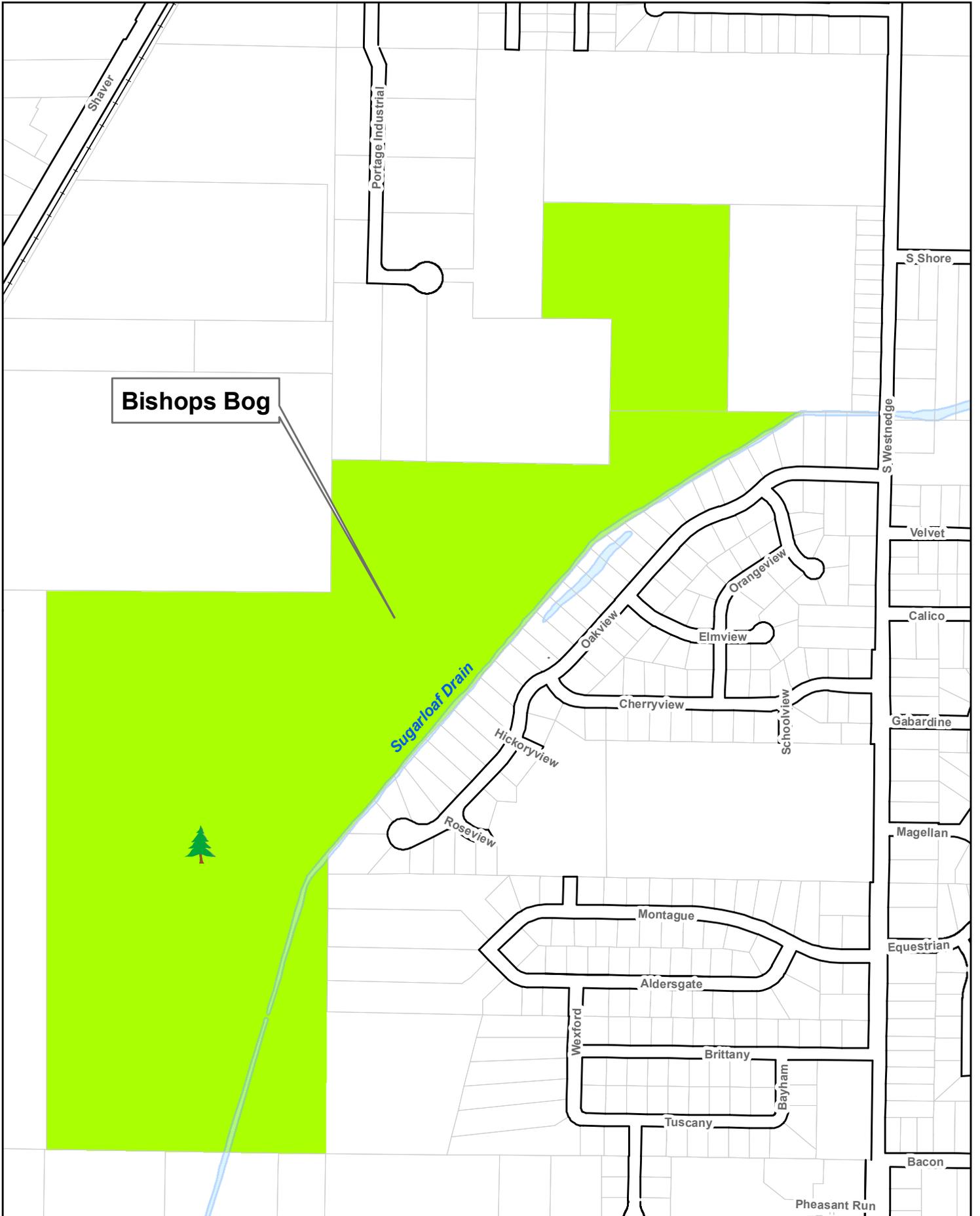


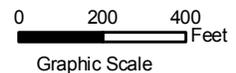
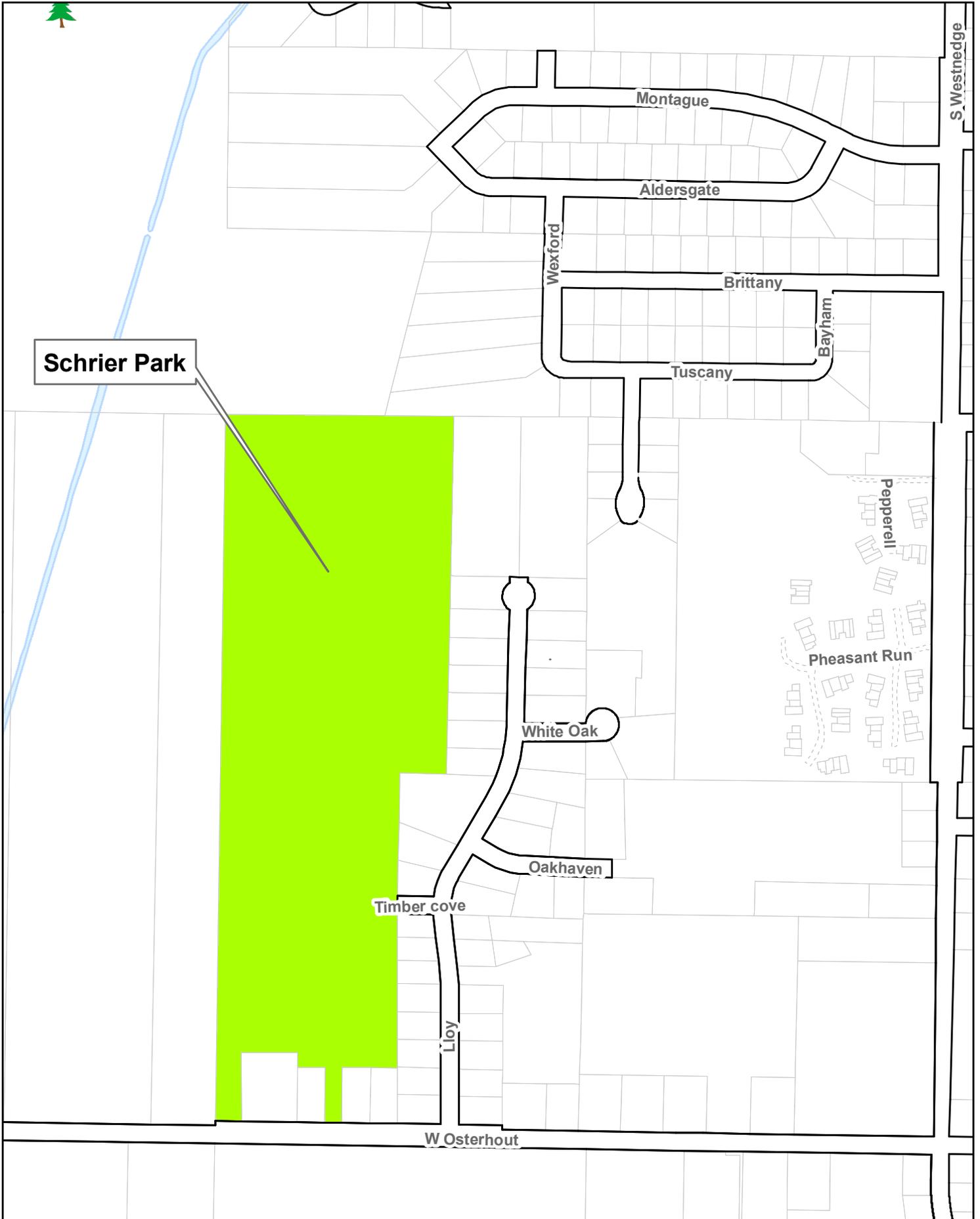


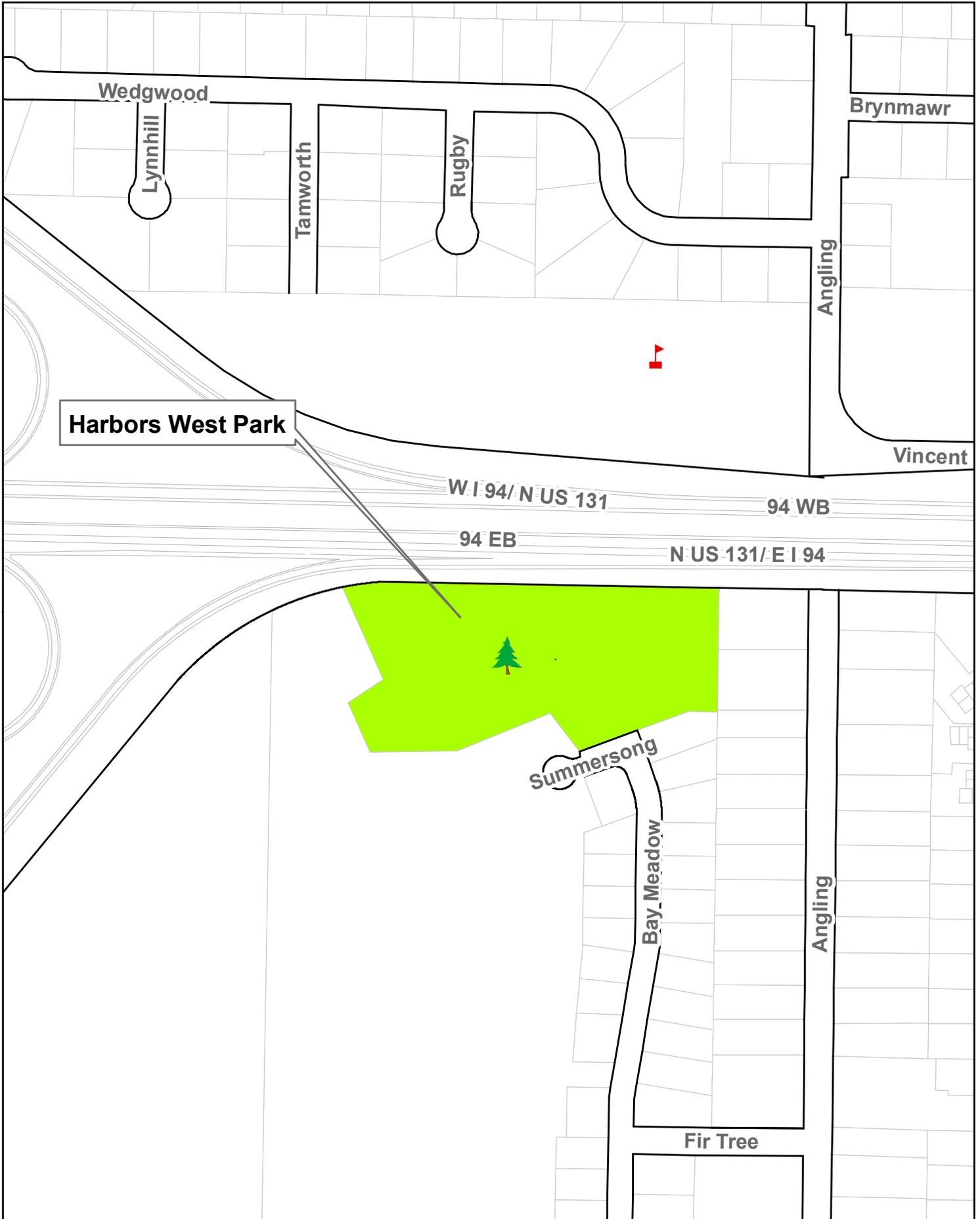
10

SOUTH WESTNEDGE PARK



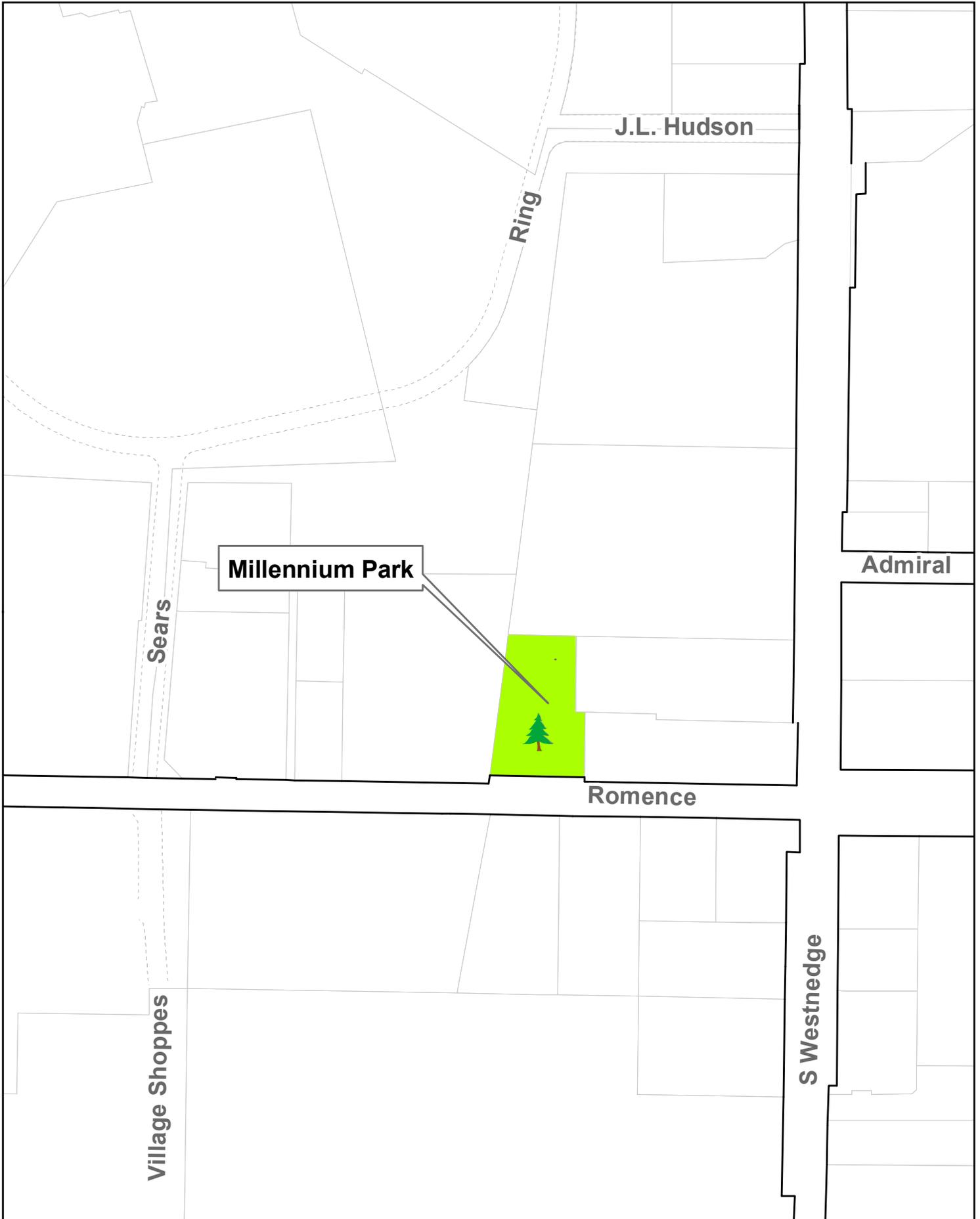




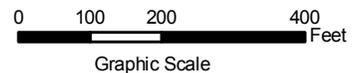


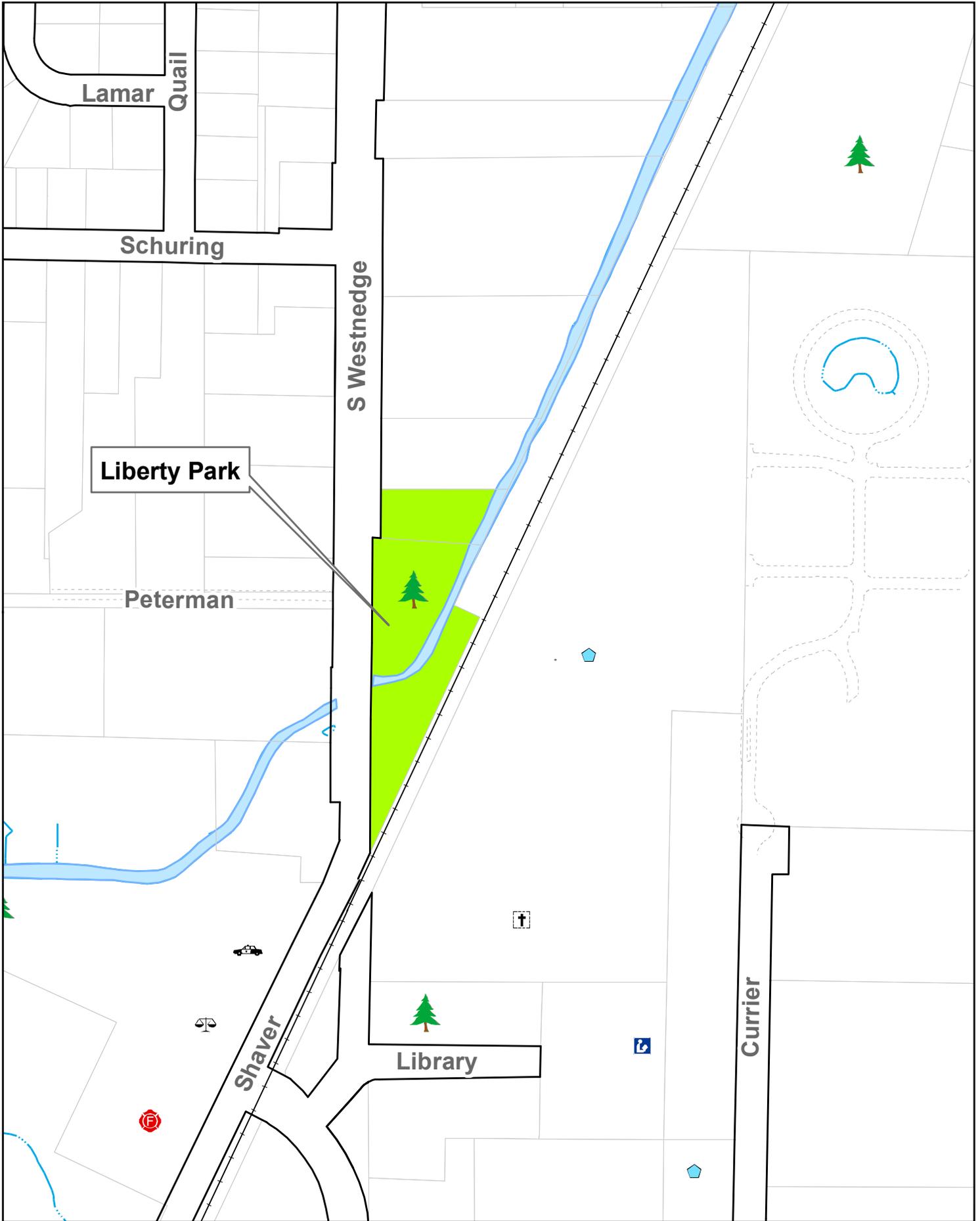
13 HARBORS WEST PARK



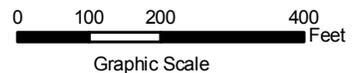


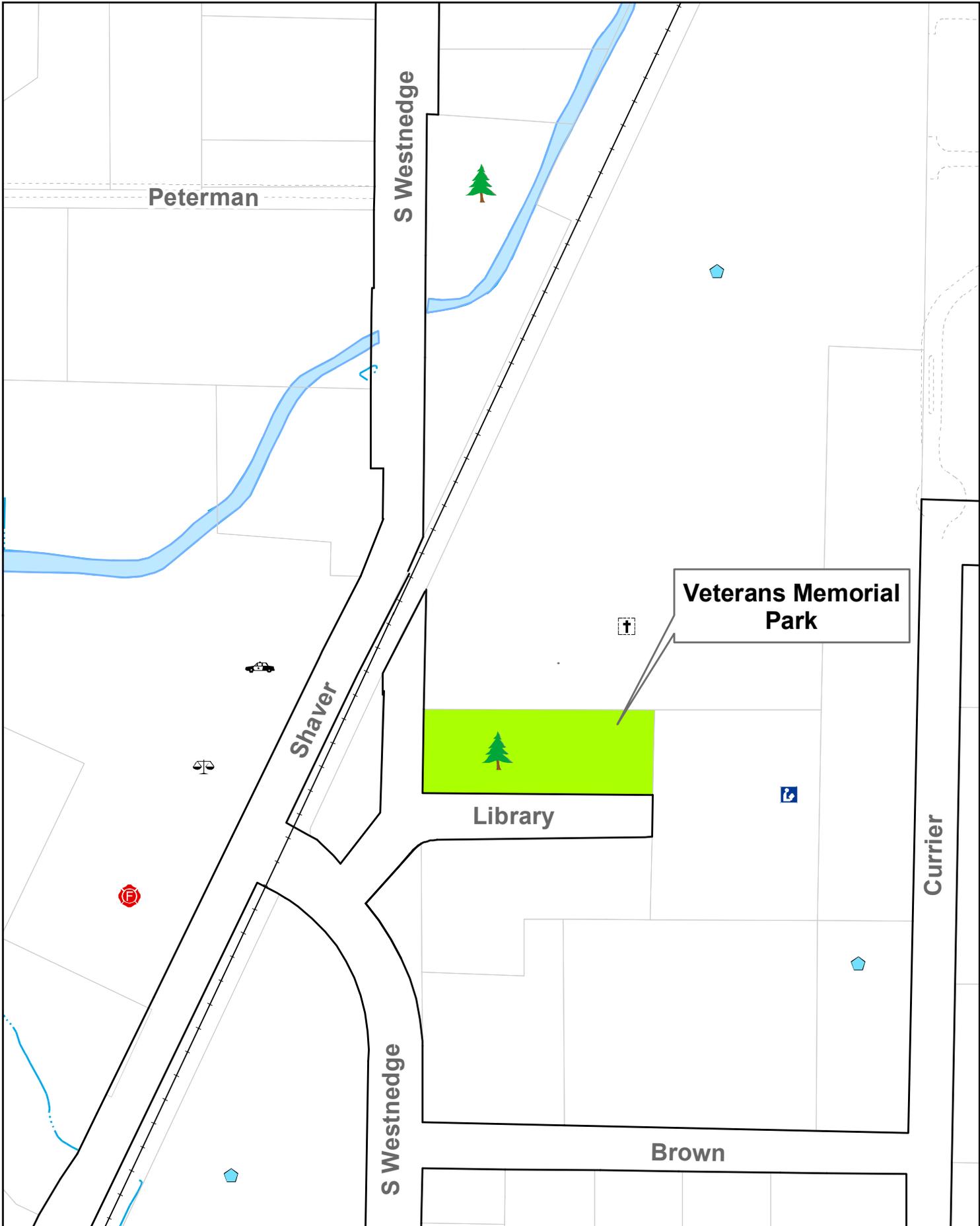
14 **MILLENNIUM PARK**





15 LIBERTY PARK



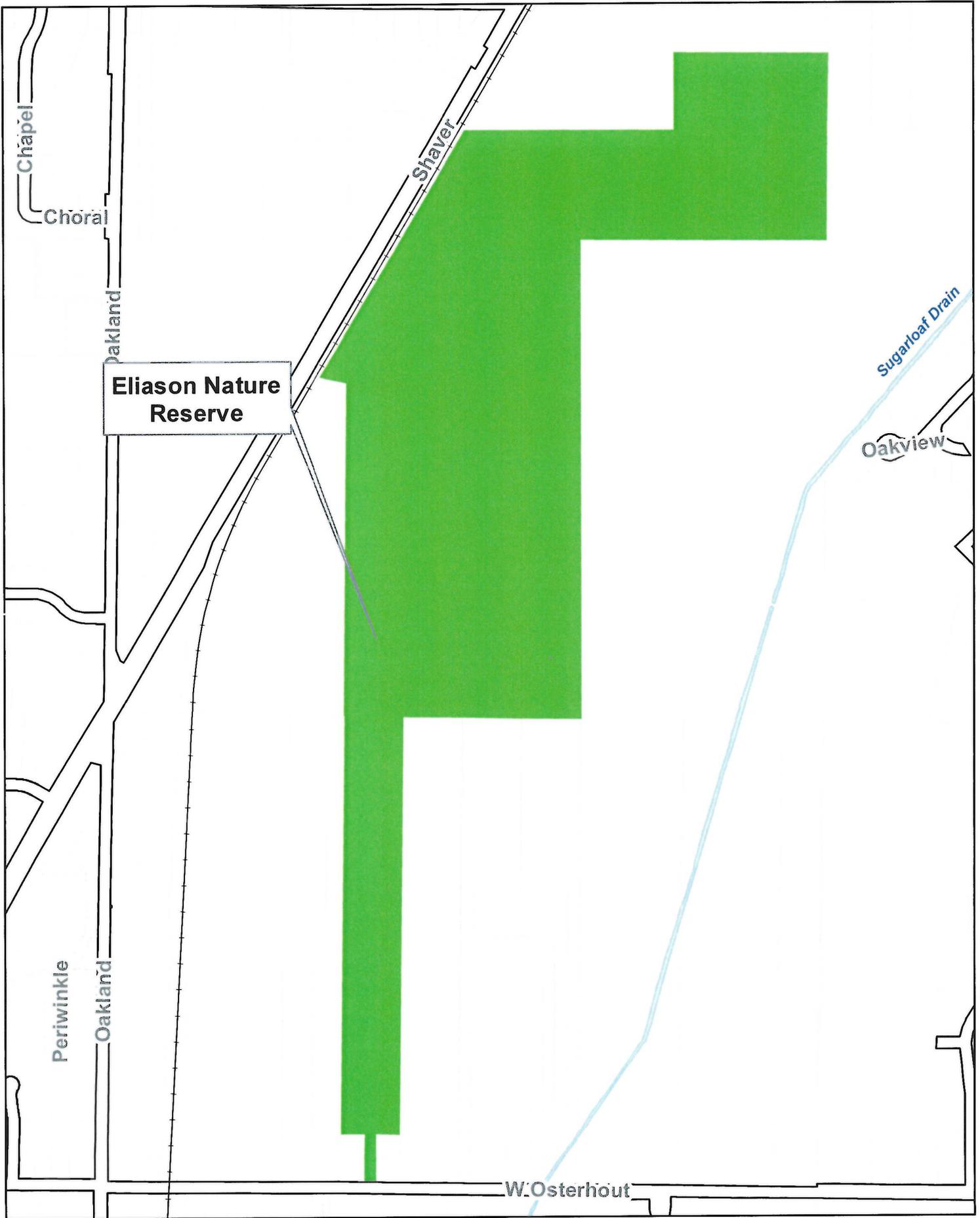


16

VETERANS MEMORIAL PARK



Graphic Scale



17

ELIASON NATURE RESERVE



0 200 400 Feet
Graphic Scale

V. Planning Process, Public Input and Public Information

A. Description of the Planning Process

B. Public Information Operations



V. PLANNING PROCESS, PUBLIC INPUT AND PUBLIC INFORMATION

A. DESCRIPTION OF THE PLANNING PROCESS

1. Role of the Planning Commission

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

2. Planning Process

The planning process involving the 2013 Recreation and Open Space Plan update begins with a survey of all relevant data related recreational facilities/opportunities within the city and data outside the city that may influence the decision-making process. Following this survey, a draft plan is prepared and presented to the City of Portage Parks Board for review and comment. This is a public meeting and citizen input is encouraged. Once the Parks Board has completed their review of the draft plan, the plan is forwarded to the City of Portage Planning Commission in accordance with the requirements of Public Act 33 of 2008. Following the initial review of the draft plan by the Planning Commission and subsequent City Council approval to distribute the plan to area agencies for public review and comment as specified in the Act, the Planning Commission will conduct a public hearing and request citizen input prior to and during the public hearing. Subject to any comments received during the public hearing, the 2013 Recreation and Open Space Plan will be forwarded to City Council for final approval.

3. Demographic Information Relevant to the Recreation & Open Space Plan

In 2011, the U.S. Census Bureau began the process of releasing population and housing data from the 2010 Decennial Census for the City of Portage. In addition to the 2010 Decennial Census information, the Census Bureau also annually releases the American Community Survey (ACS). For the City of Portage, the ACS provides

multiyear estimates for demographic, social, economic, and housing data. The U.S. Census Bureau information is an important data tool used by the City of Portage as the city continues to plan for future recreational needs to serve the residents and visitors. The following summarizes select population and housing characteristics relevant to planning for recreational needs.

As shown in Figure 1, the City of Portage is the second largest community in Kalamazoo County and accounts for 18.5% of the total population. Since 1960, the population has more than doubled from 20,181 to 46,292 in 2010. During the 2000's, Portage exhibited the third highest population gain of 1,395 persons. With regard to rate of growth, Portage (3.1%) ranked 5th of the seven surveyed communities.

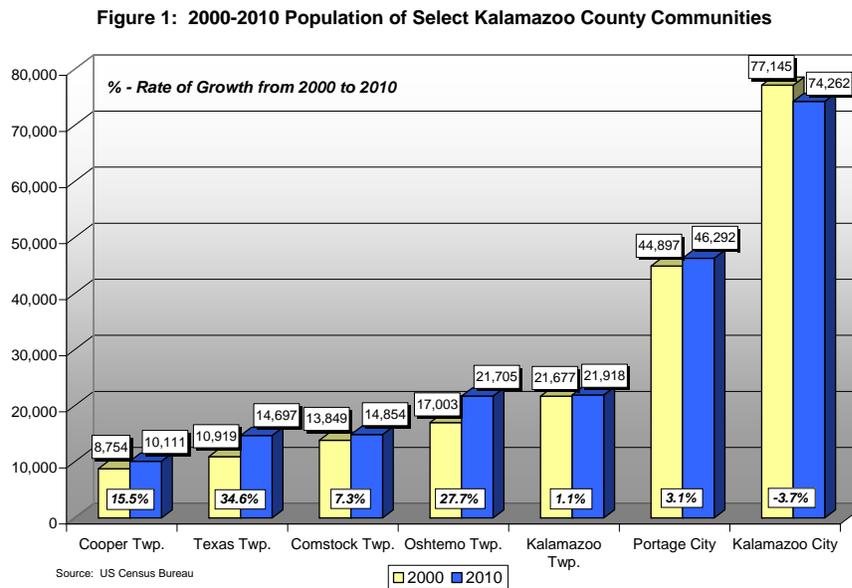
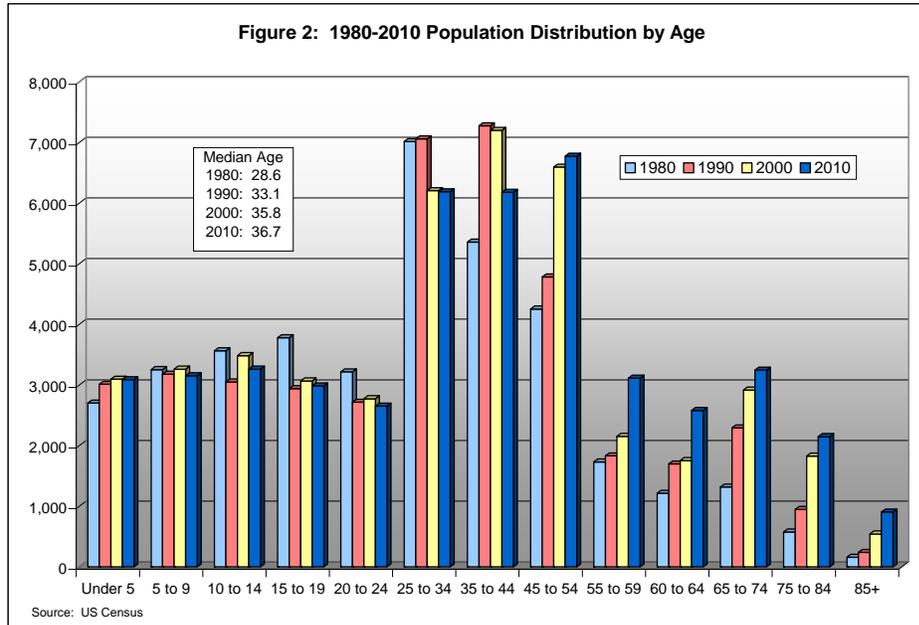


Figure 2 compares several different age groups (cohorts) between 1980 and 2010. During this 30 year period, the school age (19 years of age and under) through young adult age groups (20-24 years of age) have remained stable. The next three cohorts (25-34, 35-44 and 45-54 years) have consistently contained the highest number of persons in the city during this 30 year period: Between 1980 and 2010 the 25-54 age cohorts ranged between 41% and 46% of the total population.

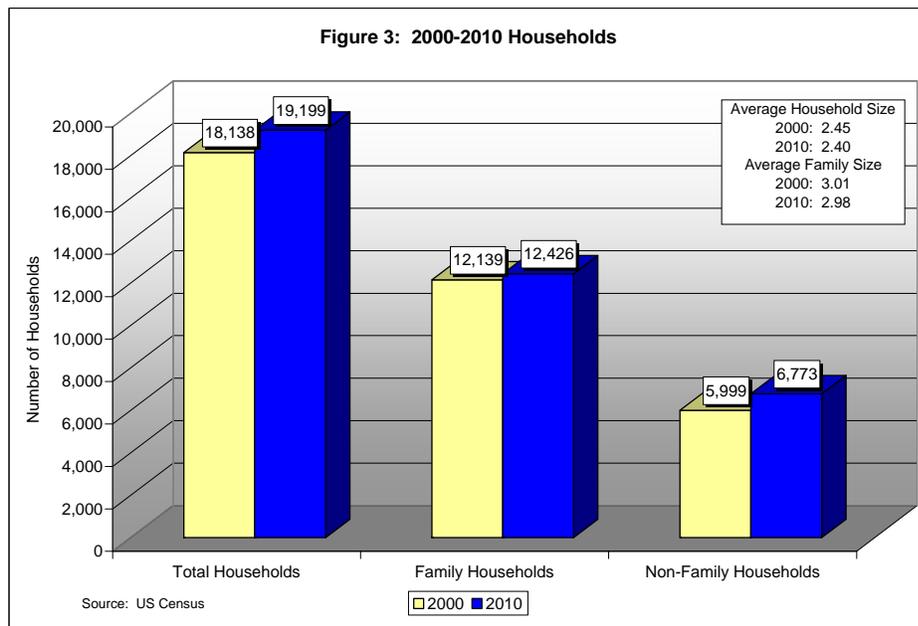
As expected, the older cohorts (55 through 85+) have continued to increase since 1980 consistent with an aging population led by the Baby Boom generation. In 1980, these older cohorts accounted for 13.1% of the total population (5,003 persons) and by 2010, the overall percentage increased to 25.9% (12,001 persons). Of all the 2010 cohorts, the 55-59 cohort experienced the largest increase in the number of persons (961) and percent increase (44.6%) during the 2000's.

Although the median age continues to increase, the rate of median age increase has slowed considerably during the past 30 year period. Between 1980 and 1990, the

median age increased 4.5 years (28.6 to 33.1) and between 1990 and 2000, the rate of increase slowed to 2.7 years (33.1 to 35.8). By 2010, the median age increased only 0.9 years (35.8 to 36.7).



As shown in Figure 2, the total number of households, family households and non-family households all increased between 2000 and 2010. Total households and family households had modest increases of 5.8% and 2.3%, respectively. Non-family households had the largest percent increase at 12.9%. Figure 2 also compares average household size and average family size for 2000 and 2010. Both average household size and average family size have remained relatively unchanged between 2000 and 2010.



The demographic data indicates the population and number of households in Portage increased during the 2000's, and is projected to continue to increase given several positive local and regional factors such as the continued availability of developable land, continued investment in the Portage Public School facilities, presence of several higher educational facilities in the county and the planned investments being made. As a result, the need to maintain and expand recreational facilities to meet the demand for high quality and accessible recreational facilities is a high priority.

The demographics also indicate an aging population. Since 2000, the fastest growing age cohorts are the 55 through 85+. This trend is expected to continue and, as a result, age appropriate recreational facilities need to be considered. Finally, and related to an aging population, planning for a healthy population is increasingly important. Decisions communities make regarding land use, community design and transportation affect local air and water quality, traffic safety, physical activity, and so forth. Planning for and implementing conveniently accessible recreational facilities that promote active lifestyles are land use decisions intended to help improve overall public health.

4. Regional Planning Coordination

The city is involved with two regional groups on coordinative planning for trails. The Kalamazoo Area Transportation Study (KATS) is involved with preparing a regional trail system initiative. Portage has been a leader in the provision of non-motorized trails for the regional use and participates with KATS on a monthly basis. The city is also involved with the Kalamazoo River Valley Trails (KVRT) organization that is implementing a multi-county trail along the Kalamazoo River. Portage Creek is a major tributary into the Kalamazoo River and the Portage Creek Bicentennial Park trail is a key element in this trail system.

5. Community Survey

The Portage Community Survey is a bi-annual survey carried out by the City of Portage to obtain citizen viewpoints on city services issues. The survey is conducted by the Western Michigan University Kercher Center for Social Research during the month of September.

The survey instrument is prepared by the Kercher Center, reviewed by city staff and was approved by the City Council. The 2011 Community survey was mailed to 1992 Portage addresses and 908 completed surveys were returned which resulted in a 95 percent confidence interval, plus or minus 5 percent.

The 2011 Community Survey included the following questions related to City of Portage recreational facilities and programs and this information is use during the update of the Recreation and Open Space Plan:

- How satisfied are you with the condition of city parks?

- If you have participated in any of the recreation programs offered by the city (such as softball leagues, the Summer Fund Center, Summer Drama Camps, Ramona Park Beach, etc.), how satisfied are you with them?
- If you have attended any of the programs offered at the Bandshell, Celery Flats Historical Area, Amphitheatre, or the Hayloft Theatre, how satisfied were you with the programs?
- If you have used any of the city bikeways or trailways within the last year, how satisfied are you with the condition of these facilities?
- Do you feel that the city is doing too much, just enough or too little in making cultural opportunities available in Portage?

Summary of the responses is included in the Appendix.

6. Additional Public Input Gathering

The Parks, Recreation & Public Services and Portage Park Board encourage ongoing public input on activities and facilities. The following information from various groups and residents while attending a number of functions is solicited and is used for yearly planning:

- Parents and participants of recreation programs and events are provided surveys.
- Participants in the annual Summer Entertainment Series of cultural events are provided surveys.
- The Portage Park Board holds meetings in the parks during the summer months. Residents adjacent to the various parks are invited to attend the meetings and comment on park facilities and programs.
- The Portage Senior Center Advisory Board and Friends of the Portage Senior Center.

B. PUBLIC INFORMATION OPERATIONS

The Department of Parks, Recreation & Public Services provides information regarding all parks, recreation, cultural, cemeteries and public grounds programs and developments. Modes by which this information is transmitted include, but are not limited to:

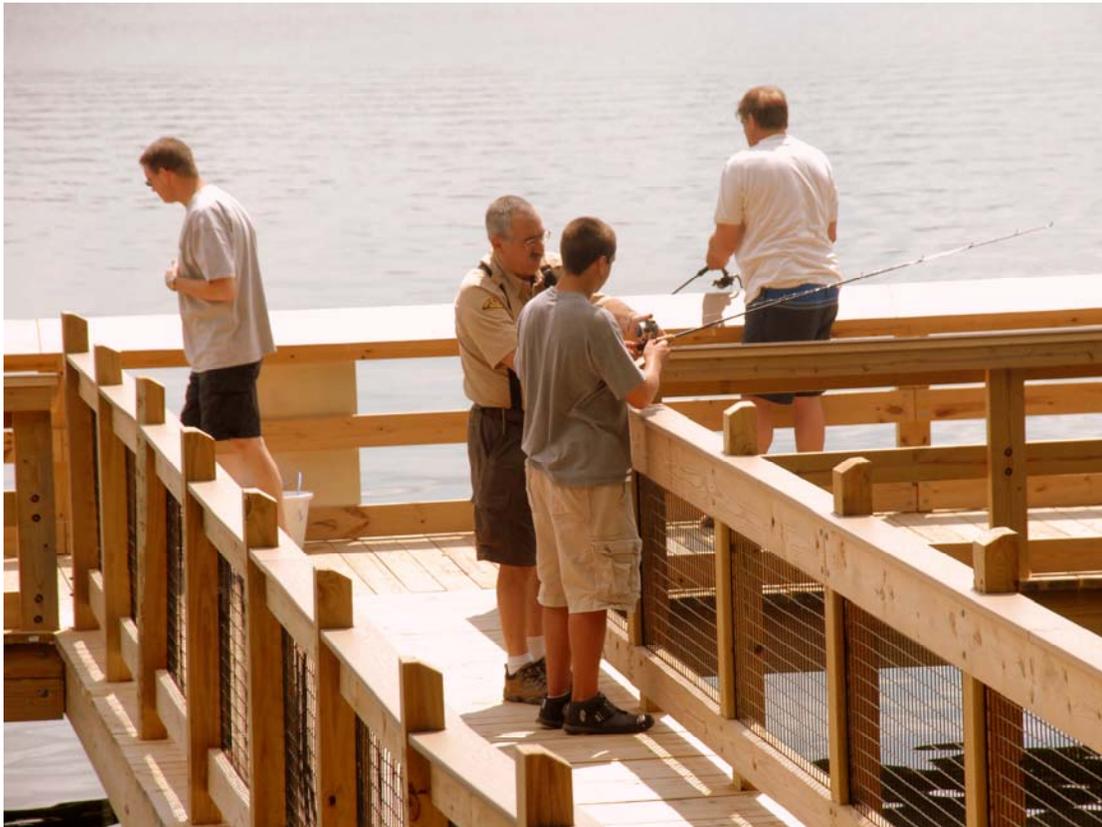
- City of Portage web site – comprehensive overview of facilities and activities
- Summer Entertainment Series brochures in spring and summer
- Recreation program seasonal brochures in summer, fall and winter
- Regional newspapers and radio stations
- Area commercial television and cable access stations
- The *Portager* Newsletter
- Portage Senior Center Newsletter (distribution to over 1,600 households)

VI. Recreation Programs

A. City of Portage Recreation

B. Recreation Program Summary

C. Other Programs and Activities



VI. RECREATION PROGRAMS

A. CITY OF PORTAGE RECREATION

The Recreation and Cultural Divisions of the Parks, Recreation & Public Services Department provides an extensive array of leisure and cultural activities for Portage area residents. In 2011, these programs attracted approximately 44,000 participants. These programs included youth and adult sports and fitness activities, winter sports, aquatics, special events, activity/craft centers, outdoor activities and instruction day camps. (See Table 7).

1. Program Self-Support

The Recreation Division and Cultural Division budget goal is to be self-supporting, whereby all direct and indirect program costs are to be offset by program revenues derived from grants, donations, fees and charges, rental fees and admission fees.

2. Program Accessibility

The City of Portage encourages all individuals to become involved in leisure activities. Reasonable accommodations will be made to allow individuals with special needs the opportunity to participate in Parks and Recreation activities. Individuals with special needs are urged to contact the Department of Parks, Recreation & Public Services at (269) 329-4522 for more information.

B. RECREATION, CULTURAL AND SENIOR CITIZEN SERVICES PROGRAM SUMMARY

1. Athletic/Fitness Programs

These activities include adult athletic leagues and adult and family drop-in fitness activities. The extensive Summer Youth Sports Camp programs are also included in this category.

2. Outdoor Discovery Programs

These activities are co-sponsored by the Kalamazoo Nature Center to provide environmental education programs and interpretive experiences in park facilities and other significant natural areas. This cooperative effort allows the public to benefit from programs that would not normally be offered by the Parks, Recreation & Public Services Department.

3. Special Events

Special events include small events that attract as few as 30 people (Mascot Madness) to major community events that attract several hundred people (Family Fishing Fair and Get Active Portage).

TABLE 8
2010/2011
RECREATION PROGRAM
PARTICIPATION SUMMARY

ACTIVITY	2010 PARTICIPATION OR REGISTRATIONS	2011 PARTICIPATION OR REGISTRATIONS
CFHA/PCBP Programs		
Canoe Rental	1,293 people, 767 rentals	141, 47 rentals
Run/Walks	5,487 people, 17 events	5,183 people, 16 events
<i>Celery Flats Events Subtotal</i>	7,670	5,324
Summer Youth Program Registration		
Golf	NA	35
Baseball	50	47
Tennis	32	25
Basketball	125	76
Volleyball	270	220
Summer Drama Camp	90	68
Summer Fun Centers	200	NA
<i>Summer Youth Program Subtotal</i>	767	471
Other Programs		
Softball Tourneys	4,602 People/13 Events	2,960 People/7 Events
Softball Leagues	3,111 People/213 Teams	3,633 People/177 Teams
Winter Ski Programs (Downhill & Cross Country)	90	236
Kalamazoo Nature Center Programs	369	181
Ramona Park	26,604	22,628
Lee's Canoe/Kayak Clinics	207	78
MPIR Ice Skating Lessons	18	48
MPIR	9,912	6,554
PCC Scholarships	38	17
Angling Adventures	89	46
<i>Other Programs Subtotal</i>	45,040	36,381
Special Events		
Skatepark Special Events	150	77
Winter Fest	100	100
Traditional Holiday	800	927
Get Active Portage!	250	300
Family Fishing Fair	500	700
<i>Special Events Subtotal</i>	1,800	2,104
Overall Program Total	<u>55,277</u>	<u>44,280</u>

4. Cultural Activities

The Portage Summer Entertainment Series was developed 22 years ago to provide area residents and visitors quality family-oriented programming specifically targeted for all sectors of the community. Cultural programming was designed to highlight the positive effects that family-oriented performing arts can have on society, regardless of social or economic level. Programming includes children's theatre, Shakespeare in the Park, outdoor concerts in the evening and during the lunch hour, outdoor movies in the park, Art in the Park, children's lunch time programming (story time, music, arts and crafts day, tiny tot Olympics), festivals, concerts at the bandshell, and teas with programming at historic Stuart Manor. The 2011 and 2012 seasons had a total of 75 events with a total attendance of 12,323 (see Table 8).

The survey collected at a variety of events tracks the overall audience member satisfaction with the programming, captures personal information for marketing purposes, and provides valuable information for future program planning.

5. Outdoor Activities

These activities provide the opportunity to enjoy year-round outdoor recreation in Portage. Activities include downhill and cross-country ski instruction, ice-skating instruction, public ice-skating at the Millennium Park Ice Rink and a supervised swimming beach at Ramona Park. The Millennium Park Ice Rink, located near the intersection of South Westnedge Avenue and Romence Road, has become a popular destination, recording over 8,000 skaters from December to March. Ramona Park draws nearly 30,000 beach users from May to September.

6. Summer Day Camps

These activities include Drama Learning Camps for elementary and middle school age youth, and Angling Adventures camps at Ramona Park.

7. Senior Citizen Services

Established in 1979, the Portage Senior Center is the first nationally accredited senior center in Michigan. It is a vital, busy place offering a variety of services and activities that change with the needs and desires of its members. The mission of the Portage Senior Center is to provide, with the help of its members, information and a range of services, activities and volunteer opportunities that promote personal growth, health, friendship and independence for area persons over the age of 50. (See Table 9 for Senior Citizen services program summery service indicators.)

8. Youth Recreation Scholarship Program

In cooperation with Portage Community Center (PCC), the City of Portage has established a Youth Recreation Scholarship Program that will provide one-half scholarships for various programs. These scholarships are available to any City of

Table 9
City of Portage
Summer Entertainment Series Attendance
2011/2012

Event	2011	Event	2012
School's Out Middle School Party	42	Kids Kick-Off	212
Kids' Kick-Off	684	Tea-Classic Mysteries	14
Lunches of Note-Band	14	Lunch & Learn-Bats of the World	289
Outdoor Movie-Raiders	162	Lunch & Learn-Nature Center Day	76
Tea-Paris in Picture & Story	42	Outdoor Movie-Harry Potter	216
Lunch & Learn-Tiny Tot Olympic	104	Tea-China in Picture & Story	0
Tea-Scream for Ice Cream	0	Tea-History of the Blues	16
Kalamazoo Concert Band	336	Lunches of Note-Portage Senior Band	74
Lunches of Note-City Slickers	30	Taste of Portage	2127
Taste of Portage	2166	Lunch & Learn-Phineas & Ferb Day	144
Tea-Jane Austin	47	Desert Squirrels String Band	72
Lunch & Learn-Arts & Crafts Day	108	Lunch & Learn-Tiny Tot Olympics	76
U.S. Air Force Prism Brass	206	Tea-Diamond Jubilee Celebration	44
Tea-Life of a Civil War Soldier	43	Tea-Touch of Humor	22
Outdoor Movie-Justin Bieber	103	Lunch of Note-Fresh Smoothie	44
Lunch & Learn-Safety Day	142	Shakespeare in the Park-Tempest (5 Performances)	527
Shakespeare in the Park-Merry Wives of Windsor (6 Performances)	244	Lunch & Learn-Safety Day	0
Tea-Harry Potter Deathly Hallow	48	Tea-Big Band Bash	25
Makin Tracks with Leonardo	259	Glenn Miller Orchestra	374
Lunches of Note-Looking for Truffles	25	Tea-Titanic: 100 Year Anniversary Voyage	33
Tea- Whodunit (2 performances)	77	Lunch & Learn-Cookie Mouse	82
Lunch & Learn-Scavenger Hunt	74	Snow White & Seven Dwarfs (3)	522
Embarr	72	Tea-Snow White Princess	31
Animal Magic	766	Lunches of Note-Proclamation Brass	46
Lunch & Learn Biscuit the Dog	70	Midwest Home Grown Band	11
Law & Order: Nursery Rhyme Unit (3 performances)	229	Tea-Edible Herbs & Flowers	27
Art Encounters	271	Lunch & Learn: Arts & Crafts	44
Lunches of Note-Crescendo Academy of Music	53	Outdoor Movie-Mission Impossible 4	46
Deadwood Bluegrass Band	87	Art Encounters	410
Tea-American Girl Back to School (2 performances)	67		
Outdoor Movie-Mary Poppins	143		
Total Attendance	6,714	Total Attendance	5,609

Table 10
2010 & 2011
Senior Citizen Services Program Summary
Service Indicators

Service	2010	2011
Number of members	1,500	1,650
Activity Attendance	81,389	60,000
Number of Mini Bus Rides	2,457	3,400
Number of Volunteer Hours	30,768	36,000

Portage youth age 18 and under living in a household meeting established income guidelines. Interested families should contact the PCC for more information.

C. OTHER PROGRAMS AND ACTIVITIES

1. Portage Community Education Center (PCEC)

The Portage Community Education Center, located at 1010 W. Milham Avenue, offers a variety of leisure and recreation programs under the following headings: aerobics and body toning, aquatics, day care, drop-in volleyball, tennis instruction and leagues, self-defense, personal enrichment, arts and crafts, music education and dance, and gymnastics. PCEC also offers an extensive year-round children’s program featuring quality child care and unique “Curious Kids” academies that introduce school-age youth to dozens of fun educational and recreation experiences. Thousands of people participate annually in PCEC programs.

2. Kalamazoo County Family YMCA – Portage Center

The YMCA Portage Center, 2900 West Centre, also offers an extensive array of fitness, recreation and personal enrichment activities. The Portage Center features indoor and outdoor tennis courts, racquetball courts, an aerobics dance studio, an exercise/cardiovascular equipment room, a large gymnasium with basketball/volleyball courts and adjacent running/walking track, and an indoor lap pool used for recreational and fitness swimming programs. YMCA facilities and programs are also available to non-members with an additional surcharge.

3. Independent Sports Programs

The Portage area is served by several independent organizations that provide instructional and competitive opportunities in the following major team sports:

AYSO Soccer	West Portage Little League	Kalamazoo Optimist Hockey Association
Portage Soccer Club	South Portage Little League	Wings Stadium Hockey Leagues
TKO Soccer		Courthouse Youth & Adult Basketball/Volleyball
Kalamazoo Kingdom Indoor Soccer Center	Portage Rocket Football	Portage LaCrosse
Soccer Zone Indoor Soccer Center	Portage Bantam Basketball	Southwest Michigan Skating Club
	YMCA Youth Basketball	Greater Kalamazoo Skating Association

Dance and gymnastics programs are offered by numerous independent and commercial providers in the Portage/Kalamazoo area.

4. Summary

The Portage area is well-serviced by a variety of city, school and independent recreation programs, which provide a multitude of opportunities for virtually every interest and age group. By avoiding duplication of services, the community benefits from affordable, high-quality programs that have a good probability of being sustained in the future

VII. Long Range Goals



VII. LONG-RANGE GOALS

Based upon the findings of the preceding section, the following goals have been established by city staff to direct the future development of city recreational facilities, programs and open space areas. The goals are reviewed at the required public meetings of the Park Board, Planning Commission and City Council.

- To preserve the environmentally sensitive areas of the city, as defined in the Recreation and Open Space Plan, through acquisition or the institution of strict development controls in these areas.
- To preserve the water resources of the city through the acceptance and implementation of strict development controls designed to protect critical undeveloped areas bordering the various water bodies.
- To expand and promote community recreational opportunities through innovative and cooperative programming that meets the need of all age and socio-economic groups.
- To provide quality services in the most cost-effective manner, minimizing the impact on the tax rate and seeking alternative sources of revenue enhancement.
- To pursue the acquisition of additional park acreage for the establishment of neighborhood park and community park areas as these parcels become available to meet community needs as expressed through application of established community recreation standards.
- To continue a coordinated and innovative approach toward developing and maintaining parkland and open space to meet community needs as defined through application of established community recreation standards.
- To continue to provide a range and depth of senior citizens services and programs through the Portage Senior Center; responding to the interrelated needs and interests (social, intellectual, cultural, economic, physical, and spiritual) of older adults aged 50 and over.

VIII. Short-term Objectives



VIII. SHORT-TERM OBJECTIVES

Short-term objectives have been developed by Parks Department staff and City Administration to meet the most obvious and pressing needs that have been identified through the Recreation and Open Space Plan and observation of current conditions. Short-term objectives are translated into project profiles reviewed annually by City Departments, Administration, Planning Commission and City Council. The city Capital Improvement Program (CIP) addresses needed capital improvements essential for the proper growth and development of the City of Portage.

The ten-year review period of the CIP enables the Planning Commission and City Council to fully consider and program capital improvement obligations and needs over an appropriate planning period. The CIP is viewed as a continuous process whereby new information as to the needs of the community is presented on an annual basis. Each year project categories are updated, new projects incorporated and additional information utilized in the development of the recommended CIP and CIP budget.

FY 2012-2022 CIP project description information is available for review in this section.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Sidewalks and Bikeways

PROJECT NUMBER: 1

PROJECT TITLE: Bikeway Improvements

PROJECT DESCRIPTION: FY 2014-15: Paved shoulder bikeway overlays, upgrade signs and ongoing maintenance to exiting off road trails.

FY 2015-16, FY 2017-18, FY 2019-20, FY 2021-22, FY 2023-24: Continued work on bikeway trails and paved shoulder bikeways to include overlays, strip patching, sealing and striping. These projects are part of the “Natural Place to Move” initiative.

PROJECT JUSTIFICATION/NEED: Several areas along the bikeway system require upgrades due to seasonal conditions, use, and construction projects. A coordinated preventative maintenance program is necessary in order to increase the usable life of bikeway facilities.

PROJECT BENEFIT/IMPACT: The Portage bikeway system is heavily used for non-motorized transportation and recreational opportunities. Maintaining the integrity of the system will continue the viability of this resource.

OPERATING FUND IMPACT: None.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation & Public Services

PROJECT CATEGORY:
Public Facilities

PROJECT NUMBER: 4

PROJECT TITLE: Senior Center Improvements

PROJECT DESCRIPTION: FY 2015-16: Architectural and electrical renovations and repairs identified in the 2013 building maintenance review to include emergency lighting upgrades, repairs to exterior wood surfaces and ceiling repair to restrooms and kitchen.

FY 2019-20: Continued preventive facility maintenance in accordance with 2013 review to include carpet and acoustical tile replacement. Interior and exterior facility painting and the replacement of parking lot asphalt and restriping also included in this phase.

PROJECT JUSTIFICATION/NEED: Routine and preventive improvements are required to maintain appearance and efficient operation. Periodical upgrades are necessary to keep the Senior Center and parking lot in proper condition.

PROJECT BENEFIT/IMPACT: Protect and maintain the public investment in the facility to ensure that the quality and safety of the facility is maintained for citizens, city employees, and other users.

OPERATING FUND IMPACT: Use of the facility by the public has a direct correlation to the condition of the facility. The public and members defray the cost of operating the facility.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Public Facilities

PROJECT NUMBER: 8

PROJECT TITLE: City Centre Parking/Walkway Resurface

PROJECT DESCRIPTION: FY 2017-18: Milling, asphalt overlay, curb repairs, sidewalk repairs, and striping of the Police/Fire/Central Park parking lots.

PROJECT JUSTIFICATION/NEED: The City Centre public parking spaces, drives and walkways are used by hundreds of citizens and employees daily. It is essential to schedule preventative maintenance of asphalt lots and walkways to ensure the integrity of the surfaces and meet constituent needs.

PROJECT BENEFIT/IMPACT: Provide appropriate access for citizens to public buildings and facilities.

OPERATING FUND IMPACT: \$2,000 annual expenditure savings estimated for City Centre asphalt parking lots and walkways due to timely capital maintenance.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Community Development

PROJECT CATEGORY:
Public Facilities

PROJECT NUMBER: 9

PROJECT TITLE: City Centre Area Improvements

PROJECT DESCRIPTION: Consistent with Portage 2025 Visioning Project, install the following public improvements within the City Centre Area (CCA):

- Replace existing street lights along South Westnedge Avenue, Shaver Road and Centre Avenue adjacent to municipal facilities with the shepards hook-style light fixture.
- Install pedestrian refuge island in South Westnedge Avenue near Liberty Park to facilitate pedestrian crossing of South Westnedge Avenue.
- Design and install CCA gateway signage

PROJECT JUSTIFICATION/NEED: The CCA is the “identifying” center and heart of the City of Portage. The importance of the CCA has been documented over nearly 30 years in planning documents where the vision to establish an “identity” and a “downtown” has extended from the early focus of centralizing “civic” activities in the geographic center of the community in the 1981 Comprehensive Plan. Most recently, the citizen-based Portage 2025 Visioning Project identified goals for the CCA. The proposed improvements are also consistent with the 2008 CCA Plan.

PROJECT BENEFIT/IMPACT: Completion of these projects will help to identify and emphasize the importance of the CCA consistent with the Portage 2025 Visioning goals and 2008 CCA Plan.

OPERATING FUND IMPACT: Minimal maintenance costs are anticipated.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 1

PROJECT TITLE: Playground Improvements

PROJECT DESCRIPTION: FY 2014-15: Replacement of play structures and swing sets at Schrier Park and Lakeview Park (near picnic shelters). Through wear and age, safety hazards are present and replacement is necessary. These play structures were installed prior to 1992 and replacement parts are no longer available.

FY 2017-18: Replacement of play structures and swing sets at Ramona Park (playground at soccer fields), Central Park, West Lake Nature Preserve and swing sets at Haverhill Park. These play structures were installed prior to 1993.

FY 2022-23: Replacement of play structures and swing sets at Harbors West Park and Lexington Green Park to maintain safe play areas for the community.

PROJECT JUSTIFICATION/NEED: Park play structures received intensive use. All playgrounds require upgrades to meet Consumer Product Safety Commission and American Society for Testing and Materials regulations in order to limit liability and maintain American Disabilities Act (ADA) standards. These improvements will further minimize future repairs and provide for safe and reliable play areas. Playground surfacing, edging and use zone expansion will be needed for several playground sites in order to meet current standards.

PROJECT BENEFIT/IMPACT: Extend the usable life of playground facilities. Improve safety for the community and maintain aesthetic appeal of municipal park areas.

OPERATING FUND IMPACT: Minimal effect.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 2

PROJECT TITLE: Eliason Nature Reserve Development

PROJECT DESCRIPTION: FY 2014-15: Phase I development to include construction of the central multi-use trail through the Reserve and development of the southern trailhead with an entry drive, parking and restrooms. The multi-use trail will complete a central trail through the Portage community from West Osterhout Avenue to East Kilgore Road, over seven miles in length.

FY 2016-17: Phase II development to include construction of nature trails and decking and park boundary fencing. The trails will connect to the Bishop's Bog Preserve trail enhancing linkage for park users.

FY 2021-22: Phase III to include acquisition of property for northern entry and development of north entry drive, parking, picnic shelter and play structure.

PROJECT JUSTIFICATION/NEED: A coordinated approach is necessary to ensure that the park property is developed according to the master plan. This park site provides opportunities for both wetland and upland opportunities. The various phases of the project are also part of the "Natural Place to Move" initiative.

PROJECT BENEFIT/IMPACT: The Eliason Nature Reserve provides additional passive and active recreation opportunities, and preserves important natural features and open space for the growing community. Expansion of the trail system and provision of additional non-motorized facilities will enhance community quality of life.

OPERATING FUND IMPACT: \$3,000 for litter removal, restroom cleaning, mowing and other yearly maintenance. Trail maintenance is estimated to be \$600 per year.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 3

PROJECT TITLE: Park Trail Improvements

PROJECT DESCRIPTION: FY 2014-15: Bridge decking replacement on Millennium Trail.

FY 2015-16 and FY 2018-19: Activities will include crack fill, heat treating and seal coating of park trails, Superdeck replacement and woodchip trail upgrades.

FY 2021-22: Asphalt trail repairs and bridge decking.

PROJECT JUSTIFICATION/NEED: Park trails pass through uplands, forest and wetland areas. The trails must be resurfaced and maintained to ensure user safety and prevent damage to adjacent areas. Well-maintained and defined trails prevent encroachment into sensitive areas by the public. This project is identified in the Recreation and Open Space Plan.

PROJECT BENEFIT/IMPACT: Well-maintained trails protect the significant investment in these facilities while providing safe and aesthetically pleasing usage of city trail system.

OPERATING FUND IMPACT: No impact.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 4

PROJECT TITLE: Court Resurfacing/Repair

PROJECT DESCRIPTION: FY 2015-16: Oakland Drive Park: color coating tennis and basketball courts. Ramona Park: reduction of one tennis court and removal and rebuild of two courts; upgrade perimeter gates and fencing and replace accessories as needed; repairs and crack sealing to concrete basketball court and new coating.

FY 2017-18: Lakeview Park court renovations to include: reduction of one tennis court, complete rebuild of remaining tennis court, removal of existing basketball court and replacement with smaller, concrete court. Upgrade of perimeter gates and fencing and replace accessories as needed.

FY 2018-19: Lexington Green Park: removal of inline court and complete rebuild of one tennis court; upgrade of perimeter gates and fencing and replace accessories as needed. Haverhill Park: removal of existing basketball court and replace with smaller concrete court.

FY 2023-24: Westfield Park resurface of tennis and basketball courts. Harbors West Park patching and recoating of concrete tennis and basketball courts.

PROJECT JUSTIFICATION/NEED: To provide court surfaces that are safe, playable and attractive, repairs, re-coating and resurfacing must be coordinated at regular intervals. Fencing, backboards, rims and tennis court posts need periodic replacing for safety and patron enjoyment.

PROJECT BENEFIT/IMPACT: Maintain and improve the quality of court recreation opportunities and provide a safe playing surface and conditions.

OPERATING FUND IMPACT: None.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 5

PROJECT TITLE: Park Parking Lot/Walkway Improvements

PROJECT DESCRIPTION: FY 2015-16: Overlay Lakeview Parking lot and repairs to Stuart Manor/Hayloft Theatre drive and Parking lot. Continued repairs to failed asphalt in other park lots and walkways.

FY 2017-18: Renovate Westfield Park (west Parking lot) asphalt lots and overlay portions of the Ramona Park lots. Continued repairs to failed asphalt in other park lots and walkways and restripe parking lots at other parks.

FY 2020-21: Overlay remainder of Ramona Park Parking lots. Continued repairs to failed asphalt in other park Parking lots and walkways.

FY 2023-24: Overlay Bicentennial Park and Schrier Park Parking lots. Continued repairs to failed asphalt in other park Parking lots and walkways and restripe parking lots at other parks.

PROJECT JUSTIFICATION/NEED: Regular, periodic upgrades of these surfaces will greatly extend the functional life. Parking lot lines and safety markings must be renewed on a regular basis to keep them functional.

PROJECT BENEFIT/IMPACT: Attractive, functional parking facilities enhance the use of city park facilities.

OPERATING FUND IMPACT: No impact.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 6

PROJECT TITLE: Millennium Park Improvements

PROJECT DESCRIPTION: FY 2015-16 and FY 2023-24: Necessary retrofits of existing compressors and coolant package for the Millennium Park ice rink. Rebuild and update current compressors, valves, and piping, and replace with upgraded refrigerant system. Interior site improvements to concession and storage areas to include updated service area, skate storage and concession inventory storage.

PROJECT JUSTIFICATION/NEED: System requires repairs and upgrades due to normal wear and operation, and to remain compliant with changes to environmental regulations.

The Millennium Park ice rink is a valued recreation opportunity as the only outdoor ice rink in the area. The rink serves over 8,000 skaters a season from December through March.

PROJECT BENEFIT/IMPACT: Maintain and improve efficiency of Millennium Park ice rink coolant system. Reduce breakdowns, and cut energy costs to operate system. Enable service area to be more efficient and increase storage capacity

OPERATING FUND IMPACT: Reduction of energy costs and system breakdowns.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 7

PROJECT TITLE: Ramona Park Improvements

PROJECT DESCRIPTION: FY 2015-16: Permanent repair of plumbing and drainage issues throughout the beach house. Repair concrete slab in beach house and add durable floor covering. Replace ADA ramp at beach to meet current standards. Replace roof on beach house. Upgrade restroom spaces to better meet codes and improve shower system for patron use.

FY 2022-23: Upgrade beach house and contact station mechanical and electrical systems, replace walkway handrails, replace fishing dock components as needed

PROJECT JUSTIFICATION/NEED: Ramona Park Beach attendance has increased significantly. The beach house requires renovations for on-going staff training, patron facility use and youth fishing programs. Planned improvements will create a more patron friendly facility by providing adequate and accessible restroom facilities, improved shower area, a first aid room and a service oriented beach house area. It will also provide a safer work place for staff by renovating the current facility to provide for improved storage of supplies and equipment.

PROJECT BENEFIT/IMPACT: Provide safe, top-quality facilities for the thousands of park visitors using athletic fields and waterfront facilities each year. Provides needed water recreation, rental and picnic facilities for residents of Portage and Kalamazoo County.

OPERATING FUND IMPACT: Minimal Impact

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 8

PROJECT TITLE: Celery Flats Historical Area Improvements

PROJECT DESCRIPTION: FY 2015-16: Improvements and enhancements to the schoolhouse, Hayloft Theatre, Grain Elevator, Stuart Manor, and Interpretive Center facilities are necessary in accordance with 2013 building maintenance review. Additional work will include the upgrade of brick landscaping, fence replacement/repair, park lighting, parking lot improvements and an ADA accessible ramp.

FY 2019-20: Exterior repairs and painting of all four historical structures and the Interpretive Center.

PROJECT JUSTIFICATION/NEED: The community supports the Celery Flats Area and proposed improvements and enhancements will encourage the full use of the park. As historical facilities continue to age, structures require periodic upgrades. Projects are included in the Recreation and Open Space Plan and the preventative maintenance study to ensure the integrity of these facilities.

PROJECT BENEFIT/IMPACT: The Celery Flats improvements will provide cultural, historical and educational opportunities for current and future generations to enjoy.

OPERATING FUND IMPACT: Reduction of non-routine repairs.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 9

PROJECT TITLE: Dog Park Development

PROJECT DESCRIPTION: FY 2016-17: Development of a controlled access and fenced dog park facility as part of the park system. Dog park would include water stations, refuse disposal stations and asphalt pathways for accessibility.

PROJECT JUSTIFICATION/NEED: A dog park has been requested by a number of citizens and is an element of the Portage 2025 Visioning Report. As open space becomes less available off-leash dogs continue to be a nuisance in the community, particularly in city parks and school properties. Provision of a dedicated, controlled space for dogs to run and exercise will provide necessary alternatives.

PROJECT BENEFIT/IMPACT: Off-leash dogs are the number one resident complaint from yearly neighbor surveys of park properties. Providing a dedicated space will help to alleviate problems with dogs off-leash and excrement in public use spaces.

OPERATING FUND IMPACT: \$500 for litter pick up and water station support.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:

Parks, Recreation, and Public Services

PROJECT CATEGORY:

Parks and Recreation

PROJECT NUMBER: 10

PROJECT TITLE:

Schrier Park Improvements

PROJECT DESCRIPTION:

FY 2016-17: Construct a Gazebo just north of the parking lot. Refurbish fireplace and chimney at enclosed shelter. Upgrade heating systems and install central air conditioning.

FY 2020-21: Schrier Park window and door upgrades and installation of kitchen facilities for group rental use.

PROJECT JUSTIFICATION/NEED:

Improvements will provide additional picnic and storage space, while upgrading the heating systems and installing air conditioning will improve energy efficiency while improving usability. Security equipment will enhance visitor safety and protect investment in park facilities. The gazebo will be used for weddings and a picnic shelter adding usability to the area. Schrier Park improvements are identified in the city Recreation and Open Space Plan.

PROJECT BENEFIT/IMPACT:

Family and small groups will be able to utilize open-air shelter during inclement weather, and rentability of pavilion will be enhanced by shelter. Connecting facility to city utilities will provide dependable, economical, environmentally sound utilities.

OPERATING FUND IMPACT:

Estimated costs include: Water utility at \$800 per year. Security equipment maintenance at \$200 per year.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 11

PROJECT TITLE: Park Perimeter Fencing Improvements

PROJECT DESCRIPTION: FY 2016-17: Replace split rail fencing at Oakland Drive, Haverhill and Westfield Parks. Central Park chain link fence replacement.

FY 2018-19: Replace split rail fencing at Lakeview and Schrier Parks. Replace and repair the split rail and chain link fencing as necessary at other park facilities.

FY 2021-22: Replace split rail fencing at Ramona, West Lake Nature Preserve, and Lexington Green.

FY 2023-24: Replace split rail fencing at Harbors West and Portage Creek Bicentennial Parks.

PROJECT JUSTIFICATION/NEED: Split rail fencing delineates park boundaries, prevents unwanted vehicular access, controls unwanted access to areas within parks and is an aesthetically pleasing element of city parks. In locations where additional security is necessary, chain link fencing is used for park boundaries or internal spaces. The wooden split rail fencing deteriorates from exposure to the elements and requires ongoing maintenance and replacement. Chain link fence also deteriorates over time and requires upgrading/replacement.

PROJECT BENEFIT/IMPACT: Each park should make a positive physical and visual statement to visitors. Attractive and safe fencing in all of the parks will help promote the positive image for public benefit.

OPERATING FUND IMPACT: No impact.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 12

PROJECT TITLE: Park Restroom/Shelter Improvements

PROJECT DESCRIPTION: FY 2017-18: Structural improvements of the public restrooms and picnic shelters to maintain appearance and ensure quality facilities. Repainting, reroofing, of building and shelters, upgrade and addition of security lighting and camera systems. Repair to tile floors and walls. Parks would include Lakeview, Ramona, Lexington Green, and Portage Creek Bicentennial Park at West Milham Avenue, and Celery Flats.

FY 2022-23 Electrical and plumbing upgrades to all restrooms. Lakeview Park shelter replacement, and reroof shelters at Westfield, Harbors West, Westfield, and Oakland Drive Parks. Addition/replacement of shelter map cases, upgrade of signage, add electrical service to Westfield, Central, Lexington Green, and West Lake Park shelters.

PROJECT JUSTIFICATION/NEED: Major remodeling is required at these structures to replace roofs, repaint inside and outside, replace doors, partitions and interior fixtures, and replace deteriorated walks and steps.

PROJECT BENEFIT/IMPACT: Park restrooms and shelters must be well maintained to enhance the quality experience patrons expect when visiting a city park.

OPERATING FUND IMPACT: None.

CAPITAL IMPROVEMENT PROJECT FILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 13

PROJECT TITLE: Central Park Improvements

PROJECT DESCRIPTION: FY 2019-20: Bandshell improvements to include painting and lighting upgrades. Improvements to the pavilion and playground are also needed.

PROJECT/JUSTIFICATION/NEED: Summer events are scheduled at the bandshell and required preventive maintenance to electrical and lighting are needed. To maintain the quality of the facility, the wall behind the bandshell will need to be renovated as well as the landscaping. The playground and pavilion facilities also require upgrades to meet needs of park patrons.

PROJECT BENEFIT/IMPACT: Continued development and improvement of the City Centre for expanded public use is essential to meet demands. The identified improvements will contribute to meeting the needs of the public.

OPERATING FUND IMPACT: Preventive maintenance upgrades - None.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation, and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 14

PROJECT TITLE: Lakeview Park Improvements

PROJECT DESCRIPTION: FY 2019-20: Continue development along waterfront areas to include large enclosed deck/pavilion on Austin Lake and a small deck and trails along channel. Replace the restroom facility with an upgraded building that meets current standards and will better serve intense use of park.

PROJECT JUSTIFICATION/NEED: Development of lakefront area along Lakeview Park is identified in the Park Master Plan and City Recreation and Open Space Plan. Opening portions of the waterfront will enhance fishing and wildlife viewing opportunities. The existing restroom facility is the oldest in the system and outdated with respect to size and accessibility and needs total replacement.

PROJECT BENEFIT/IMPACT: Lakeview Park is a heavily used community park. These projects would improve recreation opportunities and properly emphasize the water attributes of waterfront areas.

OPERATING FUND IMPACT: Annual cost for deck/pavilion is estimated to be \$800.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 15

PROJECT TITLE: Softball Field Improvements

PROJECT DESCRIPTION: FY 2019-20: Replace unsightly or damaged chain link fence, repair field depressions/rises as needed, install emergency notification sound system, upgrade irrigation systems and other needed improvements on all eight softball diamonds at South Westnedge Park and Ramona Park.

PROJECT JUSTIFICATION/NEED: Approximately 3,000 participants and spectators visit these facilities each week from April through September. Periodic capital maintenance will protect the significant investment in this site as a result of the work completed in FY 2007-2008 and FY 2012-2013. Due to the softball fields being built on a landfill, periodic improvements may be necessary to address settling of subsurface material and earth. The Recreation and Open Space Plan identifies the need for these improvements.

PROJECT BENEFIT/IMPACT: Regular capital maintenance of softball facilities will provide a consistently high standard for the largest city adult recreation program. Capital maintenance will result in much safer and more playable fields.

OPERATING FUND IMPACT: Capital maintenance of softball facilities will decrease annual expenditures for infield and outfield maintenance and irrigation repairs by approximately \$2,000 per year.

CAPITAL IMPROVEMENT PROJECT PROFILE

DEPARTMENT:
Parks, Recreation and Public Services

PROJECT CATEGORY:
Parks and Recreation

PROJECT NUMBER: 16

PROJECT TITLE: Picnic Support Equipment Improvements

PROJECT DESCRIPTION: FY 2019-20 and FY 2023-24: Activities will include the purchase and installation of uniform refuse receptacles, park benches and the replacement of park grills and picnic tables.

PROJECT JUSTIFICATION/NEED: The quality of the experience a family or group enjoys when using a park or having a picnic relates directly to the condition of the support equipment. Attractive and functional tables, grills and refuse containers must be a part of the park environment.

PROJECT BENEFIT/IMPACT: Attractive, functional equipment will enhance the use of city park facilities.

OPERATING FUND IMPACT: Reduced annual maintenance cost.

IX. Action Plan Priority List and Financial Program



Appendix

- A. General Fund Budget**
- B. Recommended classification System for local and regional recreation open space and trails**
- C. MDNR Standards**
- D. Community Survey results summary relating to parks, recreation and cultural elements**

Appendix A



Portage, Michigan

Budget

2012-2013

PARKS, RECREATION and PROPERTY MANAGEMENT

The Parks and Recreation Department is responsible for the operation of parks, cemeteries, and recreation and cultural arts programs, senior citizen services, the management and maintenance of Senior Center buildings and grounds, and the operation of the cultural, interpretive and visitor facilities.

The Senior Citizen Services division is responsible for programs that benefit mature adults, and other residents of all ages through intergenerational programming, information and referral and community service. The Portage Senior Center is one of fewer than 150 nationally accredited senior centers in the country. It offers educational programs, recreation, support groups, transportation, information to seniors and families, travel and volunteer opportunities.

Budget Overview: The department continually reviews and adjusts fees to maintain a reasonable user charge structure and generate alternative funding wherever possible. The department also reviews programs to evaluate levels of participation and make program adjustments. The 2012-2013 budget provides for critical attention to city grounds, a continued systematic preventative maintenance program for all city buildings and operation of the Ice Rink at Millennium Park and the beach at Ramona Park. The 2012-2013 Senior Citizens Services budget provides for the continuation of services to meet needs for this growing population.

Goals and Objectives: The Parks/Recreation/Property Management budget supports the following goals and objectives.

<u>Activity/Program</u>	<u>Description</u>	<u>Goal/Objective</u>
Buildings, Grounds & Senior Citizen Services	Maintenance of City Centre Area and Public Buildings	<i>Community Development</i> Enhance City Centre Area Promote aesthetic enhancement <i>Public Improvements</i> Systematic preventative maintenance program
Parks	Parks maintenance and contractual services	<i>Community Development</i> Promote quality of life Coordinated and innovative approach to developing parkland Enhance City Centre Area Promote aesthetic enhancement <i>Public Improvements</i> Systematic preventative maintenance program <i>Service Delivery</i> Evaluate contracting or privatizing

PARKS, RECREATION and PROPERTY MANAGEMENT

continued

<u>Activity/Program</u>	<u>Description</u>	<u>Goal/Objective</u>
Recreation & Senior Citizen Services	Program operating costs offset by grant revenue	<i>Financial Health</i> Promote volunteerism to assist with services <i>Financial Health</i> Evaluate expenditures for efficient use of resources Pursue alternate funding methods
	Cooperative programming	<i>Service Delivery</i> Promote teamwork between the public and private sector
	Eliminate programs with low utilization and replace with new program initiatives	<i>Service Delivery</i> Prioritize existing services Evaluate contracting city programs
	Volunteer staffing	<i>Financial Health</i> Promote volunteerism to assist with services
	Brochures/flyers	<i>Public Relations</i> Enhance communication
Millennium Park Ice Rink	Expanded recreational opportunities	<i>Community Development</i> Coordinated and innovative approach to providing recreational opportunities
Senior Center	Continue balanced & innovative programs including: falls prevention, chronic disease self-management, fitness, cultural events, men's activities, brain health education, leadership development (volunteers)	<i>Community Development</i> Promote highest quality of life for all residents
	Expand community service involvement by members in cooperation with Portage Community Center. Work with county transit authority and/or alternative to provide transportation for Portage elders.	<i>Community Development</i> Continue a commitment to human services
	Utilize cost effective marketing strategies such as media releases, PSAs, web pages,	<i>Public Relations</i> Promote excellent public relations

PARKS, RECREATION and PROPERTY MANAGEMENT

Senior Center,
cont.

photo opportunities to raise
community awareness of PSC
Maintain ongoing advocacy
efforts for sustainability
of older adult services in
southwestern Michigan
Increase base of support for PSC
by extending fundraising efforts to
the greater community

Finance and Budgeting
Pursue revenue enhancements
through alternative funding
opportunities

Seek grants to implement
electronic sign-in system and
registration for better record
keeping and attendance
monitoring

Service Delivery
Continue to increase efficiency
by and applying new technology

PARKS, RECREATION, and PROPERTY MANAGEMENT

	2009-2010	2010-2011	2011-2012	2011-2012	2012-2013
	Actuals	Actuals	Adjusted Budget	Adopted Budget	Council Approved
REVENUE:					
Fees and permits	37,963	37,225	43,000	43,000	43,000
Federal revenue	5,000	4,000	300	-	-
Other grants	2,500	835	2,500	2,500	2,500
Charges for services	268,492	249,807	250,500	248,000	223,500
Interest and rents	50,321	38,539	30,500	30,500	30,500
Other revenue	15,490	12,789	15,360	11,000	15,860
Transfers In	15,000	1,872	8,000	8,000	4,000
TOTAL REVENUE	394,766	345,067	350,160	343,000	319,360
EXPENDITURES:					
Personnel Services	1,283,883	1,260,383	1,215,134	1,145,655	1,128,898
Operations & Maintenance	539,161	499,321	461,140	426,964	425,185
Administrative Charges	632,973	541,144	508,136	506,227	505,822
TOTAL EXPENDITURES	2,456,017	2,300,848	2,184,410	2,078,846	2,059,905

Parks, Recreation and Property Management is comprised of five primary activities and a number of recreation programs, followed by senior citizen services as a separate listing of activities.

GROUNDS MAINTENANCE 101-2865

This activity accounts for the costs associated with the management and maintenance of the City Center grounds and which includes holiday decorations, contract management, snow/ice removal, irrigation system maintenance, special projects and landscaping needs.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
City Center acres managed	6.5	6.5	6.5
Holiday lights	65,000	65,000	35,000

	<u>2009-2010 Actuals</u>	<u>2010-2011 Actuals</u>	<u>2011-2012 Adjusted Budget</u>	<u>2011-2012 Adopted Budget</u>	<u>2012-2013 Council Approved</u>
REVENUE:					
Other revenue	4,411	2,700	2,700	-	1,000
TOTAL REVENUE	<u>4,411</u>	<u>2,700</u>	<u>2,700</u>	<u>-</u>	<u>1,000</u>
EXPENDITURES:					
Personnel Services	135,580	144,224	123,685	58,628	92,706
Operations & Maintenance	102,032	127,159	25,000	25,000	26,000
Administrative Charges	257,940	242,701	139,880	139,880	137,000
TOTAL EXPENDITURES	<u>495,552</u>	<u>514,084</u>	<u>288,565</u>	<u>223,508</u>	<u>255,706</u>

CEMETERIES 101-2876

This activity accounts for the costs associated with the operation and maintenance of the four city-owned cemeteries, encompassing 15.5 intensively maintained acres. The expenses of operating the cemeteries are partially offset by charges for services and ongoing upkeep transfers from the Cemetery Permanent Fund, resulting in a General Fund subsidy ranging between approximately \$20,000 and \$40,000 per year.

<u>Service Indicator</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Interments per year	56	46	55

	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2011-2012</u>	<u>2012-2013</u>
	<u>Actuals</u>	<u>Actuals</u>	<u>Adjusted</u>	<u>Adopted</u>	<u>Council</u>
			<u>Budget</u>	<u>Budget</u>	<u>Approved</u>
REVENUE:					
Fees and permits	37,963	37,225	43,000	43,000	43,000
Other revenue	6,650	6,659	11,000	11,000	11,000
Transfers In	15,000	1,872	8,000	8,000	4,000
TOTAL REVENUE	<u>59,613</u>	<u>45,756</u>	<u>62,000</u>	<u>62,000</u>	<u>58,000</u>
EXPENDITURES:					
Personnel Services	64,237	73,248	60,137	60,137	52,366
Operations & Maintenance	18,707	12,000	13,200	13,200	13,200
Administrative Charges	20,055	9,327	12,562	12,562	11,742
TOTAL EXPENDITURES	<u>102,999</u>	<u>94,575</u>	<u>85,899</u>	<u>85,899</u>	<u>77,308</u>

PARKS 101-2877

This activity accounts for the costs associated with the development, improvement, and maintenance of 16 parks and other properties, and the operation of the Celery Flats Interpretive Center. The costs associated with maintaining flowerbeds in the City Centre area and Celery Flats are also accounted for in this budget. Additionally, contractual service for grounds maintenance, landscaped areas and restrooms at the parks throughout the city are included in this budget.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Acreage of intensive maintenance	209	209	209
Kalamazoo in Bloom flowers annually planted/maintained	70,000	40,000	20,000
Acres of blvd./interchange mowing	131	131	131

	<u>2009-2010</u> <u>Actuals</u>	<u>2010-2011</u> <u>Actuals</u>	<u>2011-2012</u> <u>Adjusted</u> <u>Budget</u>	<u>2011-2012</u> <u>Adopted</u> <u>Budget</u>	<u>2012-2013</u> <u>Council</u> <u>Approved</u>
REVENUE:					
Federal revenue	5,000	4,000	300	-	-
Interest and rents	32,358	28,237	30,000	30,000	30,000
Other revenue	3,929	2,930	1,660	-	3,860
TOTAL REVENUE	<u>41,287</u>	<u>35,167</u>	<u>31,960</u>	<u>30,000</u>	<u>33,860</u>
EXPENDITURES:					
Personnel Services	892,359	862,201	870,699	868,930	813,684
Operations & Maintenance	302,882	258,073	311,182	277,620	285,144
Administrative Charges	313,875	253,218	313,526	313,251	317,806
TOTAL EXPENDITURES	<u>1,508,916</u>	<u>1,373,492</u>	<u>1,495,407</u>	<u>1,459,801</u>	<u>1,416,634</u>

KALAMAZOO IN BLOOM, INC. 101-2878

This program within the Parks activity accounts for a portion of the flower costs in conjunction with the countywide Kalamazoo in Bloom, Inc. organization programs.

	2009-2010 Actuals	2010-2011 Actuals	2011-2012 Adjusted Budget	2011-2012 Adopted Budget	2012-2013 Council Approved
EXPENDITURES:					
Personnel Services	29,599	22,594	11,578	11,578	-
Operations & Maintenance	11,210	8,711	6,000	6,000	6,000
TOTAL EXPENDITURES	40,809	31,305	17,578	17,578	6,000

RECREATION - ADMINISTRATION 101-2880

This program accounts for the costs associated with administration of all recreational programs, services and special events not accounted for in the Cultural Activities Fund. Programs include youth sports camps, Bicentennial Park trail walk/run events, nature discovery activities, fishing camps and events, and winter activities.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Participants	5,986	7,000	7,000
Programs	60	55	55

	2009-2010 Actuals	2010-2011 Actuals	2011-2012 Adjusted Budget	2011-2012 Adopted Budget	2012-2013 Council Approved
REVENUE:					
Other grants	2,500	835	2,500	2,500	2,500
Charges for services	208,482	193,612	190,500	188,000	167,000
Interest and rents	450	620	500	500	500
TOTAL REVENUE	211,432	195,067	193,500	191,000	170,000
EXPENDITURES:					
Personnel Services	63,634	64,400	62,808	62,179	80,328
Operations & Maintenance	21,353	21,263	23,950	23,950	22,950
Administrative Charges	5,408	5,399	5,800	5,800	4,540
TOTAL EXPENDITURES	90,395	91,062	92,558	91,929	107,818

Specific programs under the Recreation activity are:

RECREATION - TEAM SPORTS 101-2882

This program accounts for the costs associated with adult softball leagues and youth and adult softball tournaments.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Registrants	3,111	2,565	2,610
Teams	213	171	174
League Divisions	21	21	22
Tournaments	13	7	8

	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2011-2012</u>	<u>2012-2013</u>
	<u>Actuals</u>	<u>Actuals</u>	<u>Adjusted</u>	<u>Adopted</u>	<u>Council</u>
			<u>Budget</u>	<u>Budget</u>	<u>Approved</u>
EXPENDITURES:					
Personnel Services	11,486	8,087	12,468	10,444	15,147
Operations & Maintenance	55,485	49,672	57,370	59,394	50,091
TOTAL EXPENDITURES	<u>66,971</u>	<u>57,759</u>	<u>69,838</u>	<u>69,838</u>	<u>65,238</u>

RECREATION - SWIMMING PROGRAM 101-2886

This program accounts for the costs associated with Ramona Park beach and gatehouse operation. Participation numbers and program expenditures are influenced by the weather and lake water levels.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Beach visitations	26,600	23,406	23,000
Daily beach permits	5,105	3,859	3,950
Annual beach permits	668	652	570

	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2011-2012</u>	<u>2012-2013</u>
	<u>Actuals</u>	<u>Actuals</u>	<u>Adjusted</u>	<u>Adopted</u>	<u>Council</u>
			<u>Budget</u>	<u>Budget</u>	<u>Approved</u>
EXPENDITURES:					
Personnel Services	35,315	38,545	42,151	42,151	42,151
Operations & Maintenance	5,165	4,820	9,638	7,000	7,000
TOTAL EXPENDITURES	<u>40,480</u>	<u>43,365</u>	<u>51,789</u>	<u>49,151</u>	<u>49,151</u>

MILLENNIUM PARK ICE RINK 101-2888

This program accounts for the costs associated with the Ice Rink at Millennium Park, including the cost of ice skating lessons. A skate rental service and discount passes are provided to increase skating opportunities. Participation is influenced by weather, as is the length of the operating season.

<u>Service Indicators</u>	<u>Prior year</u>	<u>Current Year</u>	<u>Budget Year</u>
Operating days	66	67	70
Total participants	8,690	9,000	8,500

	<u>2009-2010</u> <u>Actuals</u>	<u>2010-2011</u> <u>Actuals</u>	<u>2011-2012</u> <u>Adjusted</u> <u>Budget</u>	<u>2011-2012</u> <u>Adopted</u> <u>Budget</u>	<u>2012-2013</u> <u>Council</u> <u>Approved</u>
REVENUE:					
Charges for services	60,010	56,195	60,000	60,000	56,500
TOTAL REVENUE	60,010	56,195	60,000	60,000	56,500
EXPENDITURES:					
Personnel Services	35,085	32,578	31,608	31,608	32,516
Operations & Maintenance	13,043	8,786	14,800	14,800	14,800
Administrative Charges	35,895	30,499	36,368	34,734	34,734
TOTAL EXPENDITURES	84,023	71,863	82,776	81,142	82,050

SENIOR CITIZEN SERVICES

	2009-2010 Actuals	2010-2011 Actuals	2011-2012 Adjusted Budget	2011-2012 Adopted Budget	2012-2013 Council Approved
REVENUE:					
Other grants	49,752	36,807	22,350	19,100	19,100
Interest and rents	8,871	9,378	10,000	10,000	10,000
Other revenue	161,413	153,889	185,500	185,500	180,400
TOTAL REVENUE	<u>220,036</u>	<u>200,074</u>	<u>217,850</u>	<u>214,600</u>	<u>209,500</u>
EXPENDITURES:					
Personnel Services	249,207	244,634	247,490	231,751	182,451
Operations & Maintenance	64,607	60,249	79,176	73,100	70,100
Administrative Charges	30,315	25,986	33,604	33,046	31,876
TOTAL EXPENDITURES	<u>344,129</u>	<u>330,869</u>	<u>360,270</u>	<u>337,897</u>	<u>284,427</u>

The total budget for Senior Citizen Services, a division of the Parks, Recreation and Building Management department is shown separately because the activity lies in a different section of the State of Michigan chart of accounts under which this budget is organized. The individual activities provided through Senior Citizen Services are detailed in three divisions, as follows:

SENIOR CENTER, 101-6720

This activity accounts for the costs associated with provision of activities and services which contribute to the physical and mental well-being of mature adults 50 years of age and over. This activity also accounts for the costs of building maintenance. Each year changes have been made in programs and services in response to the needs and interests of participants. Expenses have been reduced or modified annually in response to decreased funding provided through the state. However, service levels have been maintained through sustained emphasis on volunteerism.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Number of members	1,500	1,650	1,600
Activity attendance	81,389	60,000	60,000
Number of mini-bus rides	2,457	3,400	3,000
Number of volunteer hours	30,768	36,000	36,000

	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2011-2012</u>	<u>2012-2013</u>
	<u>Actuals</u>	<u>Actuals</u>	<u>Adjusted</u>	<u>Adopted</u>	<u>Council</u>
			<u>Budget</u>	<u>Budget</u>	<u>Approved</u>
REVENUE:					
Other grants	25,041	18,603	19,100	19,100	19,100
Interest and rents	8,871	9,378	10,000	10,000	10,000
Other revenue	102,303	92,701	133,400	133,400	133,400
TOTAL REVENUE	<u>136,215</u>	<u>120,682</u>	<u>162,500</u>	<u>162,500</u>	<u>162,500</u>
EXPENDITURES:					
Personnel Services	197,591	198,403	214,631	202,142	162,351
Operations & Maintenance	58,640	54,562	71,476	65,400	65,400
Administrative Charges	30,315	25,986	33,604	33,046	31,876
TOTAL EXPENDITURES	<u>286,546</u>	<u>278,951</u>	<u>319,711</u>	<u>300,588</u>	<u>259,627</u>

SENIOR TRIPS, 101-6721

This program accounts for the costs of coordinating the senior trip program.

	<u>2009-2010 Actuals</u>	<u>2010-2011 Actuals</u>	<u>2011-2012 Adjusted Budget</u>	<u>2011-2012 Adopted Budget</u>	<u>2012-2013 Council Approved</u>
REVENUE:					
Other revenue	34,248	39,397	45,000	45,000	45,000
TOTAL REVENUE	<u>34,248</u>	<u>39,397</u>	<u>45,000</u>	<u>45,000</u>	<u>45,000</u>
EXPENDITURES:					
Personnel Services	18,481	19,327	20,491	20,491	20,100
Operations & Maintenance	3,768	3,489	4,700	4,700	4,700
TOTAL EXPENDITURES	<u>22,249</u>	<u>22,816</u>	<u>25,191</u>	<u>25,191</u>	<u>24,800</u>

SENIOR ACTIVITIES, 101-6722

This program accounts for the net income from various recreational and fitness activities entered into by active seniors throughout the year.

	<u>2009-2010 Actuals</u>	<u>2010-2011 Actuals</u>	<u>2011-2012 Adjusted Budget</u>	<u>2011-2012 Adopted Budget</u>	<u>2012-2013 Council Approved</u>
REVENUE:					
Other revenue	6,078	7,351	2,000	2,000	2,000
TOTAL REVENUE	<u>6,078</u>	<u>7,351</u>	<u>2,000</u>	<u>2,000</u>	<u>2,000</u>

CULTURAL ACTIVITIES - 235

This fund accounts for the costs of the Cultural Activities Program. The Cultural Activities Program includes the Bandshell Concert Series, Celery Flats Special Events, the Hayloft Theatre, the Celery Flats Amphitheater, and Millennium Park Amphitheater. Attendance is impacted by weather.

Goals and Objectives: The Cultural Activities Fund supports the following goals and objectives.

<u>Activity/Program</u>	<u>Description</u>	<u>Goal/Objective</u>
All activities	All programs	<i>Community Development</i> Promote aesthetic and cultural enhancement <i>Service Delivery</i> Promote teamwork between the public and private sector <i>Financial Health</i> Pursue revenue enhancement

As the budget is prepared during the very early stages of the events-booking process, no further detail can be provided regarding specific programs. An events guide will be published in early May and distributed through the Portager and other local media outlets. Expenditures may exceed revenues due to timing differences from restricted contributions received in the prior fiscal year for budget year programs.

<u>Service Indicators</u>	<u>Prior Year</u>	<u>Current Year</u>	<u>Budget Year</u>
Concert attendance	7,409	7,400	6,500
Performances	41	30	28
Special events	2	2	2

	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2011-2012</u>	<u>2012-2013</u>
	<u>Actuals</u>	<u>Actuals</u>	<u>Adjusted</u>	<u>Adopted</u>	<u>Council</u>
			<u>Budget</u>	<u>Budget</u>	<u>Approved</u>
REVENUE:					
Charges for services	31,516	43,020	31,500	31,500	30,700
Interest and rents	5,074	4,996	6,600	6,600	6,100
Other revenue	79,090	81,010	43,500	34,000	52,000
TOTAL REVENUE	<u>115,680</u>	<u>129,026</u>	<u>81,600</u>	<u>72,100</u>	<u>88,800</u>
EXPENDITURES:					
Personnel Services	36,846	36,505	37,188	37,188	46,107
Operations & Maintenance	52,690	52,327	55,300	43,400	57,450
Administrative Charges	5,654	6,533	7,160	7,160	7,580
TOTAL EXPENDITURES	<u>95,190</u>	<u>95,365</u>	<u>99,648</u>	<u>87,748</u>	<u>111,137</u>

APPENDIX C. A RECOMMENDED CLASSIFICATION SYSTEM FOR LOCAL AND REGIONAL RECREATION OPEN SPACE AND TRAILS

Classification	General Description	Location Criteria	Size Criteria
Mini-Park	Used to address limited, isolated or unique recreational needs.	Less than ¼ mile distance in residential setting.	Between 2500 sq. ft. and one acre in size.
Neighborhood Park	Neighborhood park remains the basic unit of the park system and serves as the recreational and social focus of the neighborhood. Focus is on informal active and passive recreation.	¼- to ½-mile distance and uninterrupted by non-residential roads and other physical barriers.	5 acres is considered minimum size. 5 to 10 acres is optimal.
School-Park	Depending on circumstances, combining parks with school sites can fulfill the space requirements for other classes of parks, such as neighborhood, community, sports complex and special use.	Determined by location of school district property.	Variable-depends on function.
Community Park	Serves broader purpose than neighborhood park. Focus is on meeting community-based recreation needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves two or more neighborhoods and ½ to 3 mile distance.	As needed to accommodate desired uses. Usually between 30 and 50 acres.
Large Urban Park	Large urban parks serve a broader purpose than community parks and are used when community and neighborhood parks are not adequate to serve the needs of the community. Focus is on meeting community-based recreational needs, as well as preserving unique landscapes and open spaces.	Determined by the quality and suitability of the site. Usually serves the entire community.	As needed to accommodate desired uses. Usually a minimum of 50 acres, with 75 or more acres being optimal.
Natural Resource Areas	Lands set aside for preservation of significant natural resources, remnant landscapes, open space, and visual aesthetics/buffering.	Resource availability and opportunity.	Variable.
Greenways	Effectively tie park system components together to form a continuous park environment.	Resource availability and opportunity.	Variable.
Sports Complex	Consolidates heavily programmed athletic fields and associated facilities to larger and fewer sites strategically located throughout the community.	Strategically located community-wide facilities.	Determined by projected demand. Usually a minimum of 25 acres, with 40 to 80 acres being optimal.
Special Use	Covers a broad range of parks and recreation facilities oriented toward single-purpose use.	Variable-dependent on specific use.	Variable.

APPENDIX E. SUGGESTED FACILITY DEVELOPMENT STANDARDS

ACTIVITY/ FACILITY	RECOMMENDED SPACE REQUIREMENTS	RECOMMENDED SIZE AND DIMENSIONS	RECOMMENDED ORIENTATION	NO. OF UNITS PER POPULATION	SERVICE RADIUS	LOCATION NOTES
BADMINTON	1620 sq. ft.	Singles - 17' x 44' Doubles - 20' x 44' with 5' unobstructed area on all sides.	Long axis north-south.	1 per 5000	¼ - ½ mile	Usually in school, recreation center or church facility. Safe walking or biking access.
BASKETBALL 1. YOUTH	2400-3036 sq. ft.	46'-50' x 84'	Long axis north-south.	1 per 5000	¼ - ½ mile	Same as badminton. Outdoor courts in neighborhood and community parks, plus active recreation areas in other park settings.
2. HIGH SCHOOL	5040-7280 sq. ft.	50' x 84'				
3. COLLEGIATE	5600-7980 sq. ft.	50' x 94' with 5' unobstructed space on all sides.				
HANDBALL (3-4 WALL)	800 sq. ft. for 4-wall. 1000 for 3-wall	20' x 40' - Minimum of 10' to rear of 3-wall court. Minimum 20' overhead clearance.	Long axis north-south. Front wall at north end.	1 per 20,000	15-30 minute travel time	4-wall usually indoor as part of multi-purpose facility. 3-wall usually outdoor in park or school setting.
ICE HOCKEY	22,000 sq. ft. including support area.	Rink 85' x 200' (minimum 85' x 185'. Additional 5000 sq. ft. support area).	Long axis north-south if outdoors.	Indoor- 1 per 100,000. Outdoor- depends on climate	½ - 1 hour travel time	Climate important consideration affecting number of units. Best as part of multi- purpose facility.
TENNIS	Minimum of 7,200 sq. ft. single court. (2 acres for complex.)	36' x 78'. 12' clearance on both sides; 21' clearance on both ends.	Long axis north-south.	1 court per 2000	¼ - ½ mile	Best in batteries of 2-4. Located in neighborhood/ community park or near school site.
VOLLEYBALL	Minimum of 4,000 sq. ft.	30' x 60'. Minimum 6' clearance on all sides.	Long axis north-south.	1 court per 5000	½ - 1 mile	Same as other court activities (e.g., badminton, basketball, etc.).
BASEBALL 1. OFFICIAL	3.0-3.85 A minimum	• Baselines-90' Pitching distance-60.5' Foul lines-min. 320' Center field-400'+	Locate home plate so pitcher throwing across sun and batter not facing it. Line from home plate through pitcher's mound to run east-northeast.	1 per 5000	¼ - ½ mile	Part of neighborhood complex. Lighted fields part of community complex.
2. LITTLE LEAGUE	1.2 A minimum	• Baselines-60' Pitching distance-46' Foul lines-200' Center field-200' - 250'		Lighted- 1 per 30,000		

ACTIVITY/ FACILITY	RECOMMENDED SPACE REQUIREMENTS	RECOMMENDED SIZE AND DIMENSIONS	RECOMMENDED ORIENTATION	NO. OF UNITS PER POPULATION	SERVICE RADIUS	LOCATION NOTES
FIELD HOCKEY	Minimum 1.5A	180' x 300' with a minimum of 10' clearance on all sides.	Fall season-long axis northwest to southeast. For longer periods, north to south.	1 per 20,000	15-30 minutes travel time	Usually part of baseball, football, or soccer complex in community park or adjacent to high school.
FOOTBALL	Minimum 1.5A	160' x 360' with a minimum of 6' clearance on all sides.	Same as field hockey.	1 per 20,000	15-30 minutes travel time	Same as field hockey.
SOCCER	1.7 to 2.1A	195' to 225' x 330' to 360' with a 10' minimum clearance on all sides.	Same as field hockey.	1 per 10,000	1-2 miles	Number of units depends on popularity. Youth soccer on smaller fields adjacent to schools or neighborhood parks.
GOLF-DRIVING RANGE	13.5A for minimum of 25 tees	900' x 690' wide. Add 12' width for each additional tee.	Long axis southwest/northeast with golfer driving toward northeast.	1 per 50,000	30 minutes travel time	Part of golf course complex as a separate unit. May be privately operated.
1/4-MILE RUNNING TRACK	4.3A	Overall width-276' length-600' Track width for 8 to 4 lanes is 32'.	Long axis in sector from north to south to northwest/southeast with finish line at northerly end.	1 per 20,000	15-30 minutes travel time	Usually part of high school or community park complex in combination with football, soccer, etc.
SOFTBALL	1.5 to 2.0A	Baselines-60' Pitching distance-45' (men) - 40' (women). Fast pitch field radius from plate-225' between foul lines. Slow pitch-275' (men) - 250' (women).	Same as baseball.	1 per 5,000 (if also used for youth baseball)	¼- to ½- mile	Slight difference in dimensions for 16" slow pitch. May also be used for youth baseball.
MULTIPLE RECREATION COURT (BASKETBALL, VOLLEYBALL, TENNIS)	9,840 sq. ft.	120' x 80'	Long axis of courts with primary use north-south.	1 per 10,000	1-2 miles	In neighborhood or community parks.
TRAILS	N/A	Well defined head. Capacity- Rural trails 40 hikers/day/ mile. Urban trails-90 hikers/ day/mile.	N/A	1 system per region	N/A	

ACTIVITY/ FACILITY	RECOMMENDED SPACE REQUIREMENTS	RECOMMENDED SIZE AND DIMENSIONS	RECOMMENDED ORIENTATION	NO. OF UNITS PER POPULATION	SERVICE RADIUS	LOCATION NOTES
ARCHERY RANGE	Minimum 0.65A	300' length x minimum 10' between targets. Roped clear space on sides of range. Minimum of 30' clear space behind targets. Minimum of 90' x 45' with bunker.	Archer facing north + or - 45 degrees.	1 per 50,000	30 minutes travel time	Part of a regional/metro park complex.
COMBINATION SKEET AND TRAP FIELD (8 STATION)	Minimum 30A	All walks and structures occur within an area approximately 130' wide by 115' deep. Minimum cleared area is contained within two superimposed segments with 100-yard radii (4 acres). Shot-fall danger zone is contained within two superimposed segments with 300-yard radii (36 acres).	Center line of length runs northeast/southwest with shooter facing northeast.	1 per 50,000	30 minutes travel time	Part of a regional/metro park complex.
GOLF 1. PAR 3 (18- HOLE) 2. 9-HOLE STANDARD 3. 18-HOLE STANDARD	<ul style="list-style-type: none"> ● 50-60A ● Minimum 50A ● Minimum 110A 	<ul style="list-style-type: none"> ● Average length varies- 600-2700 yards ● Average length 2250 yards ● Average length 6500 yards 	Majority of holes on north-south axis.	<ul style="list-style-type: none"> ● -- ● 1/25,000 ● 1/50,000 	1/2 to 1 hour travel time	9-hole course can accommodate 350 people/day. 18-hole course can accommodate 500-550 people a day. Course may be located in community, district, or regional/metro park.
SWIMMING POOLS	Varies on size of pool and amenities. Usually 1 to 2A site.	Teaching-minimum of 25 yards x 45' even depth of 3 to 4 feet. Competitive-minimum of 25m x 16m. Minimum of 27 square feet of water surface per swimmer. Ratio of 2:1 deck vs. water.	None-although care must be taken in siting of lifeguard stations in relation to afternoon sun	1 per 20,000 Pools should accommodate 3% to 5% of the total population at a time.)	15 to 30 minutes travel time	Pools for general community use should be planned for teaching, competitive, and recreational purposes with enough depth to accommodate 1m and 3m diving boards. Located in community park or school site.
BEACH AREAS	N/A	Beach area should have 50 sq. ft. of land and 50 sq. ft. of water per user. Turnover rate is 3. There should be 3-4A supporting land per A of beach.	N/A	N/A	½ to 1 hour travel time	Should have sand bottom with slope a maximum of 5% (flat preferable). Boating areas completely segregated from swimming areas. In regional/metro parks.

Adapted From:

Lancaster, R. A., Ed. Recreation, Park and Open Space Standards and Guidelines. Alexandria, VA: National Recreation and Park Association, 1983.
Mertes, J. D. and J. R. Hall. Park, Recreation, Open Space and Greenway Guidelines. Alexandria, VA: National Recreation and Park Association, 1995.

**THE 2011
PORTAGE COMMUNITY SURVEY**

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Introduction

The 2009 Portage Community Survey was the twenty-fourth consecutive annual citizen survey carried out by the Kercher Center for Social Research for the City of Portage. The 2011 survey is therefore the 25th Portage Community Survey. As in previous years, the 2011 survey attempts to measure citizens' viewpoints on city services and issues. The first survey, in 1986, was administered through the mail. After that, until 2008, all subsequent surveys utilized a random-digit-dialing telephone approach, as it was faster and generally produced a representative sample. In 2008, the City Council decided to return to a mail approach. Since it proved to be successful, a mail approach was also used for the 2009 survey and for the current survey.

As before, the survey instrument was initially drafted by the staff of the City. It was reviewed by a Council committee, the Council, and the KCSR, and ultimately approved by the Council. Most of the survey items were adapted from previous versions of the instrument in order to permit comparisons over time. Some additional items were also included to address citizens' attitudes toward current issues facing the city.

The 2011 survey instrument was reviewed over the summer, and the data collection process began on September 9th with a letter, on City letterhead over the signature of the mayor, to each of the 1992 people in the sample. That letter told them of the nature of the survey and requested their participation. A week later, on September 16th, the survey packets were put in the mail. Each packet contained a cover letter, again on City letterhead and over the mayor's signature, reminding the respondent of the purpose and importance of the survey, plus the survey instrument itself, and a postage paid envelope for return to the Kercher Center at WMU.

Coding of the data began on September 21, shortly after the first responses were received at the KCSR, and continued through October 24. A total of 906 completed surveys were received by the cut-off date. In addition to the 906 completions, 38 mailings were returned to the City or the KCSR due to bad addresses, 27 surveys were returned after the cut-off, and 4 blank surveys were returned to the KCSR. This produces a response rate of 47.1 percent. As was the case in both 2009 (with a response rate of 42.5%) and 2008 (with a response rate of 46.5%), this rate is clearly higher than it was with random digit dialing (36.6% in 2007 and 31.4% in 2006). This factor definitely adds confidence in the results. Moreover, response distributions on demographic and substantive indicators have been highly stable from year to year. It was anticipated that this year's survey would be equally stable, even though two years have passed since the previous survey.

With a 2010 Census count of more than 46,000 for the City of Portage, a random sample of 906 respondents is more than sufficient to represent the adult population of the City with the required 95% level of confidence and sampling error of plus or minus 5 percent. Frequency distributions have been run for each item on the survey. **Appendix A** contains a copy of the survey instrument with the frequency and percentage distributions for each item. In addition, the responses to open-ended items were sorted by question number, then alphabetized and edited for readability. **Appendix B** contains the responses to the open-ended items.

Although the condition of neighborhood homes and yards was not perceived to be a severe problem by very many people, it is interesting to note that a slightly larger proportion of respondents feel that the situation is severe in 2011 than was the case in 2009 and 2008. In 2009, two questions specifically asked about the condition of neighborhoods - the respondents own neighborhood and other neighborhoods in the city. This year, the question about other neighborhoods was deleted from the instrument. For their own neighborhoods, though, nearly three quarters of the 2011 respondents indicated that the situation is about the same as it was five years ago (72.8%). This is almost the same as it was in 2009 (73.0%). However, 17.2 percent of the respondents do feel that their own neighborhoods have declined, which again is almost the same as in 2009 (16.2%). Both of these proportions are also close to the results from 2008. The remaining items received less than 2 percent responses.

Citizen Satisfaction with Services and Programs

This section focuses on the level of satisfaction that Portage residents have expressed with regard to selected city services and programs (see **Appendix A**, Questions 1-4, 8, and 11-17). In Table 5 - on the next page - rank was again calculated using mean responses. For each item, point values were assigned to each of the five categories (1 for "very satisfied," 2 for "somewhat satisfied," 3 for "neutral," 4 for "somewhat dissatisfied," and 5 for "very dissatisfied"). The number of respondents who selected the category was again multiplied by the appropriate value, the five products were then totaled and divided by the number of respondents to produce the weighted mean for that item. The lower the mean score, the higher the level of satisfaction.

The first observation about these items is the fact that in most instances a substantial number of respondents had not participated in the program or used the service. This was true especially for the Senior Center (77.7% not responding) and Recreation Programs (72.7% not responding). In addition, the items dealing with Bikeways/Trailways (32.6% not responding), and Brush Collection (25.3% not responding), were also definitely higher than desirable. Even the non-response rates for most of the remainder of the items were all in the range of about 20 percent. Such levels, especially those above 15 percent, do raise a concern about the generalizability of the results. Only two of the items, Snow Removal and the Condition of Pavement received acceptable rates of response.

Bikeways/Trailways retained the top ranking in 2011, edging out Curbside Recycling and Condition of Parks. However, as was the case in both 2009 and 2008, the top four remain the top four and the bottom five remain the bottom five, with only some minor reshuffling. The Spring Cleanup, Fall Leaf Pickup, and Brush Collection all remain in the middle of the ranking, again with only minor reshuffling in the rankings. As in 2009 and in previous years, respondent satisfaction with almost all city services and programs is high, so that even those services at or near the bottom - the Condition of Streets and Snow Removal - were well regarded by substantial majorities of the respondents.

Almost all of the services and programs experienced minor increases in satisfaction from 2009 to 2011. However, it should be noted that all of these changes are small in magnitude, and thus fall within the sampling error. Only two services experienced decreases in satisfaction scores in 2011 as compared to 2009 - Condition of Parks and Condition of Streets. The decline for Condition of Parks was also minor (only 1.5 percentage points). However, if the value is

compared to those of previous years, the Condition of Streets appears to have experienced a significant drop – more than 10 percentage points. Unfortunately, this is not clear. It could be an artifact of the wording, since in 2011, the word “neighborhood” was removed from the question. Although it does appear to have varied significantly from the 2009 and 2008 values, it is not possible to determine if that is actually due to changes in the attitudes of the respondents.

Table 5. Satisfaction with City Services and Programs: 2011, 2009, 2008¹

Service/Program	2011		2009		2008	
	Rank	%	Rank	%	Rank	%
Bikeways/Trailways	1	(1.31) 95.1	1	(1.36) 93.5	2	(1.36) 94.9
Curbside Recycling	2	(1.31) 93.4	3	(1.39) 92.0	1	(1.33) 93.4
Condition of Parks	3	(1.39) 92.2	2	(1.38) 93.7	3	(1.39) 91.8
Spring Clean Up	4	(1.40) 92.8	4	(1.51) 89.8	4	(1.45) 92.0
Fall Leaf Pickup	5	(1.52) 90.9	5	(1.56) 90.1	6	(1.55) 89.4
Brush Collection	6	(1.63) 87.3	6	(1.69) 86.5	5	(1.51) 87.7
Recreation Programs	7	(1.63) 85.0	7	(1.75) 80.8	7	(1.72) 81.6
Snow Removal	8	(2.08) 76.3	9	(2.19) 73.5	8	(2.11) 74.9
Condition of Streets	9	(2.56) 61.7	8	(2.17) 71.8	9	(2.26) 71.1

¹ Issues in Table 5 are organized from the most satisfaction at the top, to the least satisfaction at the bottom for the current year. The ranking is based on the mean response for each issue, which is displayed in parentheses. The percentages who responded either “very satisfied” or “somewhat satisfied” are also provided.

Another question of this same type asked if respondents had attended any of the programs offered at the Bandshell, Celery Flats, the Amphitheatre, or the Hayloft. Unfortunately, this item also had a high rate of non-response, (57.7%, 53.0% in 2009, and 49.3% in 2008). Moreover, the rates of non-response are climbing, and that suggests that the rates of attendance at such programs are falling. Still, of those who had attended, the 2011 results show that fully 88.8 percent were either “very” or “somewhat satisfied.”

As was the case in 2009 and previous years, a substantial proportion of the respondents in this year’s survey reported that they had direct contact with city employees during the past year (70.9% in 2011, 66.1% in 2009, and 67.5% in 2008). Moreover, of those respondents who did report such contact, 57.0 percent reported that they were “very satisfied” (virtually the same as 57.4% in 2009). Another 20.7 percent indicated they were “somewhat satisfied” with the quality of service they received, and this too about the same as it was in 2009. Those few (3.1% in 2011) that were “very dissatisfied” (3.2% in 2009 and 4.4% in 2008) were also asked why they were dissatisfied. These responses are in **Appendix B, Question 17.**

Only 22.3 percent of the respondents indicated that they had utilized services offered at the Portage Senior Center. This is up slightly from 2009 (21.8%) but similar to 2008 (22.2%). It is also interesting that among respondents 60 and older, only 35.5 percent reported that they had used the services of the Senior Center. Nevertheless, of those in the 2011 survey who have used

these services, 89.1 percent reported that they were either “very satisfied” or “somewhat satisfied” (among respondents 60 and older this was 92.1%). This is in comparison to 83.1 percent in 2009 and 84.6 percent in 2008.

Sources of Information about the City

This year, in addition to items that asked respondents about their sources of information concerning City government, a second set of items was added concerning their preferred sources of information. In each case, the respondents were provided with a list of options and asked to choose all that they use. Since respondents could select multiple responses, the number of responses exceeds the number of cases. Therefore, proportions of both cases and responses are presented in order to explain the results. The figures in the Percent of Responses columns are the proportions of the total responses represented by each information source. The figures in the Percent of Cases columns are the proportions of the respondents that selected each information source. The results are reported below in Table 6.

Table 6. Information Sources about City Government

	Current		Preferred	
	Percent of Responses	Percent of Cases	Percent of Responses	Percent of Cases
City Website	8.2	20.5	7.8	17.1
<i>Portager</i> Newsletter	33.5	84.2	35.0	76.7
Public Media Network	5.2	12.9	4.5	9.8
Contact with City Employees	n/a	n/a	2.3	4.9
Kalamazoo/Portage <i>Gazette</i>	27.7	69.5	26.3	57.8
Local TV/Radio	23.0	57.8	21.8	47.8
Social Media	n/a	n/a	1.1	2.5
Other	1.7	4.2	1.0	2.2
None	0.8	2.0	0.3	0.7
Total	100.0%	251.2%	100.0%	219.4%

It is clear from the table that the *Portager*, the *Gazette*, and local TV/Radio are the major sources of information. Of all the options, those three were the only ones to receive over 10 percent of the responses, with the *Portager* topping them at 33.5 percent (for Current sources) and 35.0 percent (for Preferred sources). Moreover, when you look at the distribution of cases for both sets of items, it is clear that many respondents have multiple sources of information, and that more than three quarters of them selected the *Portager*, about 60 to 70 percent selected the *Gazette*, and about half selected local television and radio. With respect to the Current sources, the results are very similar to the results from 2009 (*Portager* - 35.7%, *Gazette* - 27.5%, TV/Radio - 20.5%). These results suggest that there has apparently been little change in the ways citizens get their information about the City.

Appendix A

Research Instrument with Frequency and Percentage Distributions

2011 PORTAGE COMMUNITY SURVEY

Please check the box next to the answer that best represents your opinion or experience. Skip any question you do not want to answer. There is space at the end for comments.

CULTURE & ENVIRONMENT

1. How satisfied are you with the condition of city parks?

542	71.2%	Very satisfied
160	21.0	Somewhat satisfied
47	6.2	Neutral
9	1.2	Somewhat dissatisfied
3	0.4	Very dissatisfied
[145	16.0%]	Have not visited/Don't know

2. If you have participated in any of the recreation programs offered by the city (such as softball leagues, the Summer Fun Center, Summer Drama Camps, Ramona Park Beach, etc.), how satisfied are you with them?

132	53.4%	Very satisfied
78	31.6	Somewhat satisfied
33	13.4	Neutral
4	1.6	Somewhat dissatisfied
0	0.0	Very dissatisfied
[659	72.7%]	Have not participated/Don't know

3. If you have attended any of the programs offered at the Bandshell, Celery Flats Historical Area, Amphitheatre, or the Hayloft Theater, how satisfied were you with the programs?

236	61.6%	Very satisfied
104	27.2	Somewhat satisfied
34	8.9	Neutral
7	1.8	Somewhat dissatisfied
2	0.5	Very dissatisfied
[523	57.7%]	Have not attended/Don't know

4. If you have used any of the city bikeways or trailways within the last year, how satisfied are you with the condition of these facilities?

468	76.6%	Very satisfied
113	18.5	Somewhat satisfied
18	2.9	Neutral
9	1.5	Somewhat dissatisfied
3	0.5	Very dissatisfied
[295	32.6%]	Have not used/Don't know

5. Do you feel that the city is doing too much, just enough or too little in making cultural opportunities available in Portage?

68	9.0%	Too much
614	81.3	Just enough
73	9.7	Too little
[151	16.7%]	Don't know

6. If you have city water, is there a problem with the quality of the drinking water?

538	65.8%	No, it is not a problem
161	19.7	Yes, slight problem
70	8.6	Yes, moderate problem
49	6.0	Yes, severe problem (Please specify what) See Appendix B
[88	9.7%]	Don't have city water/Don't know

7. Have you utilized the Kalamazoo County Household Hazardous Waste Center in the last year?

303	34.5%	Yes
574	65.5	No
[29	3.2%]	Don't know

HUMAN SERVICES

8. If you have utilized the services offered at the Portage Senior Center, how satisfied are you with those services?

135	66.8%	Very satisfied
45	22.3	Somewhat satisfied
21	10.4	Neutral
1	0.5	Somewhat dissatisfied
0	0.0	Very dissatisfied
[704	77.7%]	Have not used/Don't know