



2025 ANNUAL ACTION PLAN

For Community Development
Block Grant Program (CDBG)



MAY 2025
CITY OF PORTAGE, MICHIGAN

FOR SUBMISSION TO THE U.S. DEPARTMENT OF
HOUSING & URBAN DEVELOPMENT



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

In May 2021, the City of Portage updated the Five-Year Consolidated Plan for the Community Development Block Grant (CDBG) Program. The City of Portage CDBG Program is funded by an annual entitlement grant awarded to the community by the U.S. Department of Housing and Urban Development (HUD). The Consolidated Plan is designed to help local jurisdictions assess affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions regarding the use of CDBG entitlement grant funds and other resources available within the community. The Consolidated Plan guides the use of city resources to address these needs over a five-year period. Originally, this amount was estimated to be an average of approximately \$222,000 per year over five years or a total of \$1,360,000 (including anticipated program income).

This document, the 2025-2026 Annual Action Plan, represents year five of the current Five-Year Consolidated Plan. For the 2025-2026 program year, the City received an allocation of \$209,148 in Community Development Block Grant (CDBG) funds along with an additional \$50,000 in anticipated program income and \$50,000 in remaining 2024-2025 CDBG allocated funds.

The Annual Action Plan is developed in a manner specified by HUD, and the city has followed the prescribed format in completing the plan. The Annual Action Plan was developed in consultation with the Five-Year Consolidated Plan which uses HUD and U.S. Census data for demographics and housing, input from public meetings, City Council meetings, Human Services Board meetings, and past program performance. The purpose of this process was to receive input from citizens and relevant stakeholders on the current housing and community development needs of the city.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The Five-Year Consolidated Plan identifies six goals, along with corresponding objectives and strategies, to address the City of Portage's housing and community development needs. These goals are summarized as follows:

GOAL 1: AFFORDABLE OWNER HOUSING

Description: *Increase the supply of decent, affordable owner-occupied housing opportunities for low- and moderate-income residents throughout the city through the provision of emergency repair grants, housing rehabilitation, homebuyer assistance programs, and partnerships with non-profit developers.*

GOAL 2: AFFORDABLE RENTAL HOUSING

Description: *Increase the supply of decent, affordable renter-occupied housing opportunities for low- and moderate-income residents throughout the city.*

GOAL 3: NEIGHBORHOOD IMPROVEMENT

Description: *Support code compliance and minimum property standards to support safe, affordable housing in eligible neighborhoods to aid in the prevention and elimination of blight.*

GOAL 4: PUBLIC SERVICES

Description: *Support low- to moderate-income households and homelessness prevention through rapid-rehousing, emergency financial and food assistance, as well as supportive services for special needs populations and non-housing anti-poverty programs.*

GOAL 5: NON-HOUSING COMMUNITY DEVELOPMENT

Description: *Small-scale capital improvement projects like sidewalk repair and neighborhood park improvements within low- and moderate-income neighborhoods.*

GOAL 6: ADMINISTRATION/PLANNING

Description: *Administration of the CDBG program and funding.*

Activities selected as part of the 2025-2026 Annual Action Plan were selected specifically to work toward achieving these identified goals.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The previous years have shown significant progress in the City of Portage's efforts to implement HUD entitlement programs. The city complies with HUD regulations and continues to deliver community development services in an efficient manner. The City of Portage has consistently received favorable reviews from HUD regarding past performance and has demonstrated that it has the capacity to implement programs in a timely and efficient manner consistent with HUD-approved Consolidated Plans and Annual Action Plans. **The City of Portage received a large amount of Program Income from the repayment of loans which slows the expenditure of the allocation; however, project marketing has increased usage of the home repair program on low-income homeowner occupied homes.**

During the current 2024-2025 fiscal year, the city experienced a tornado and another high straight-line winds storm which impacted multiple residences in the city. The CDBG funded, Neighborhood Improvement Program staff continue to have their hands full with the clean-up from these storms. Neighbors want to see immediate clean up when the reality is that it takes time for insurance companies to evaluate and act. For those without house insurance, it is a large financial problem to repair or remove the home. The City's Emergency Home Repair Program, funded by Kalamazoo County Millage funds, was instrumental in assisting people where they needed help paying their deductible or alleviating an unsafe system such as electrical services and well flushing to assure water was safe to drink. The Kalamazoo County Emergency Home Repair Program funding is exhausted, without the possibility of being renewed. In the 2023-2024 fiscal year, the City again surpassed our goals and increased the supply of affordable housing for low- and moderate-income households through the provision of emergency and minor home repairs, direct financial assistance, code compliance, and public facilities improvements in qualifying neighborhoods. Through a combination of current-year funding, previous year's residual funds, program income, and grant funds from the Kalamazoo County Housing

for All millage, the City completed an even 50 housing rehabilitation projects. The city will continue to use CDBG funds to meet the goals and objectives identified in the Consolidated Plan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City of Portage encouraged participation utilizing several methods including notification via emails, advertising public meetings, and public hearings via publication in the local newspaper and on the City web site. We reviewed documents from Kalamazoo County, the Continuum of Care and Fair Housing Center of Southwest Michigan to assist with identifying new opportunities.

Comments and concerns raised during the citizen participation process were taken into consideration when developing the Annual Action Plan. The Annual Action Plan is a collaborative process that involves reaching out to stakeholders, and meetings with the public, Human Services Board (HSB), City Council, stakeholders, and internal staff. Additionally, the City has taken into consideration the identified priority needs and strategies to address those needs that were identified based on available housing data, public input, stakeholder consultation, and public meetings, and past program performance during the update to the Five-Year Consolidated Plan.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A summary of public comments related to the 2025-2026 Annual Action Plan is provided in the appendix of this document. The City considers public input gathered during the Five-Year Consolidated Plan process and throughout the development of this Annual Action Plan. Based on input and data received through the citizen participation process and internal department meetings, there is a common interest in improving the affordability of decent housing within the city.

Potential needs include:

- Minor homeowner housing rehabilitation
- Code enforcement
- Small-scale grants for housing rehabilitation
- Supportive resources for homeless populations

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments received by the City of Portage were considered and are, generally or specifically, addressed by the Annual Action Plan. No comments were received after multiple avenues of providing and making awareness of the opportunity to do so.

7. Summary

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
CDBG Administrator		PORTAGE	Department of Community Development

Table 1 – Responsible Agencies

Narrative (optional)

The City of Portage, MI, is the lead agency responsible for overseeing the development of the 2021-2025 Consolidated Plan, Annual Action Plans, Analysis of Impediments to Fair Housing, and Consolidated Annual Performance Evaluation Reports. The Department of Community Development is the internal department that is responsible for the day-to-day administration of CDBG funding. Department of Community Development staff provides administrative and planning support for the use of the federal funds and acts as the primary staff support to the Human Services Board (HSB). The HSB is a nine-member board with two Youth Advisory Committee liaisons that advise the City Council on matters regarding human services and the CDBG program. Board activities involving the CDBG program include review and recommendation of annual program budgets - specifically human/public services, appeals regarding housing assistance program guidelines, and review of planning and reporting documents required by HUD. The Board also ensures citizen participation in all phases of the federal grant planning and allocation process. The Department of Community Development works closely with other pertinent City departments to develop and carry out priorities identified in the plan.

To maximize citizen participation, the City conducted outreach through public notices, hearings, and meetings. As part of these efforts, low- and moderate-income residents, as well as service providers, were encouraged to provide input on the Annual Action Plan. The City also used results from these meetings, as well as internal meetings, and the previous plan needs to determine the goals, objectives, and activities for the final 2025-2026 Annual Action Plan.

Consolidated Plan Public Contact Information

Inquiries, comments, or complaints concerning the Annual Action Plan, any amendments, or performance reports, can be conveyed by contacting city staff at:

Jonathon Hallberg, Deputy Director of Economic Development

Department of Community Development

City of Portage

7900 South Westnedge Avenue

Portage, Michigan 49002

Telephone: (269) 329-4474

hallberj@portagemi.gov

Business hours: 7:30 a.m. – 5:30 p.m., Monday through Thursday and 8:00 a.m. -12:00 p.m. Friday.

Inquiries, comments, or complaints on the programs may also be offered at the public hearings. Written responses to all written complaints may also be made to the Michigan – Detroit Field Office of the U.S. Department of Housing and Urban Development (HUD) at the following address:

U.S. Department of Housing and Urban Development

Annual Action Plan
2025

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Detroit Field Office

McNamara Federal Building

477 Michigan Avenue

Detroit, Michigan 48226

Phone: (313) 226-7900

Fax: (313) 226-5611

MI_Webmanager@hud.gov

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Coordination of the development of the 2025-2026 Annual Action Plan establishes actions to achieve the goals identified in the Five-Year Consolidated Plan. The City uses a collaborative process to shape various programs into effective, coordinated strategies. This process also facilitates the opportunity for planning and citizen participation to take place in a comprehensive context, attempting to reduce duplication of effort at the local level. In November 2024, the Human Services Board (HSB) held a third annual Human Services Open House where more than 34 human service organizations had informational tables to share how they assist Portage residents. The open house provides information and invites assistance for the public to participate in programs and volunteer opportunities within the community. It also serves as a networking opportunity for service providers to connect with each other and learn referral information. In addition to learning who does what, organizations that share similar outcomes may coordinate their services to avoid duplication. This year's growth in organizations added opportunities to meet with career counselors, the City of Portage Purchasing and Treasury departments. The YMCA and Consumers Energy were well received. The open house provided a valuable tool in the development of the Annual Action Plan, strengthening the connection between a wide network of community service and housing providers, government officials, business leaders, neighborhood representatives, and residents. Next year's open house is in the planning phase to continue growing and increasing awareness of programs.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City will execute this Annual Action Plan in harmony with public, private and nonprofit agencies. Nonprofit agencies may include, but are not limited to, service providers and community housing development organizations. Private sector partners may include, but are not limited to, local financial institutions, developers, and local businesses. The City works closely with the other internal departments, and quasi-private organizations such as the Fair Housing Center of Southwest Michigan, Housing Resources, Inc., and the Michigan State Housing Development Authority to address identified needs.

Table 2 outlines the types of agencies and organizations consulted throughout the program year and during the development of the City of Portage Consolidated Plan and Annual Action Plan.

The City's Housing Resource Specialist, who identifies sources of funds the City can apply for that support new for-sale and rental housing not currently funded with CDBG funds. Historically over the past several years, CDBG Entitlement funding has been reduced in Portage while our housing stock continues to get older. Escalated interest rates hinder opportunities for people to buy housing. The City

meets with the Kalamazoo County Continuum of Care (CoC) and the Fair Housing Center of Southwest Michigan regularly. The United Way of the Battle Creek and Kalamazoo Region is the facilitator of the Kalamazoo County CoC, which is comprised of numerous public and private entities including local units of government, housing and supportive service providers, public and private funders, private sector representatives, consumer representatives, and advocacy groups. The Fair Housing Center of Southwest Michigan provides fair housing education, planning and enforcement services within the community and multiple surrounding counties. The City provides planning documents to the Kalamazoo County Community Action Agency and Public Housing Commission, and current human/public service grantees, which include the Community Healing Center, Community Living Options, Disability Network of Southwest Michigan, Milestone Senior Services, Prince of Peace Lutheran Church, Ripple Effects, Twelve Baskets, Portage Community Center, Catholic Charities, Gryphon Place, Housing Resources Inc., Lending Hands, Kalamazoo Literacy Council, and the YWCA, FEMA and Broadband internet providers.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The United Way of the Battle Creek and Kalamazoo Regions is the facilitator of the Kalamazoo County Continuum of Care (CoC), which addresses issues relating to homelessness, chronically homeless individuals and families, families with children, veterans and unaccompanied youth. The City has worked closely with Kalamazoo County Continuum of Care to address the needs of vulnerable populations throughout the county. The City of Portage holds a current Board Member seat with the Kalamazoo County Continuum of Care through 4/30/2027. The City is also involved in the CoC subcommittee known as Systems of Care. The Systems of Care Committee serves as the CoC Interagency Team to identify and eradicate barriers that prevent or limit access to housing and services in the community. The committee focuses on planning and organizing to deliver equitable housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximize self-sufficiency. Participation enhances information, collaboration and cross-referral, not only for the implementation of the City of Portage Annual Action Plan, but the planning efforts of other local units of governments and service providers.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Portage in collaboration with the City of Kalamazoo and Kalamazoo County Continuum of Care submitted a consolidated application for FY24 HUD CoC Competition funds. The FY24 HUD CoC Competition funds will be allocated among agencies that directly address or administer Emergency Solution Grant (ESG) and other permanent supportive housing (PSH) needs throughout the community. The City of Portage is not an Emergency Solution Grant (ESG) recipient, and the collaboration provides

agencies and service providers with the funding needed to support the community needs. The CoC develops performance standards, outcomes as well as policies and procedures and reports those findings to its Board Members.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	City of Portage
	Agency/Group/Organization Type	Other government - Local Grantee Department
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Economic Development Goals, Strategic Plan, Annual Action Plan
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Department Staff Meetings/Discussions with Pertinent Staff
2	Agency/Group/Organization	American Red Cross Greater Kalamzoo Area
	Agency/Group/Organization Type	Services-Health Services-Education Agency - Emergency Management Disaster Relief
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
3	Agency/Group/Organization	ARC Community Advocates
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
4	Agency/Group/Organization	Big Brothers Big Sisters
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
5	Agency/Group/Organization	BOYS & GIRLS CLUB OF GREATER KALAMAZOO
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	Bronson Healthcare Group
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services - Victims Health Agency Child Welfare Agency Regional organization Hospital
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	CARES
	Agency/Group/Organization Type	Services-Persons with HIV/AIDS Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment HOPWA Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
8	Agency/Group/Organization	Catholic Diocese of Kalamazoo
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Victims of Domestic Violence Services-homeless Services - Victims Religious Institution
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence, Mass mailers
9	Agency/Group/Organization	City of Kalamazoo Planning & Development
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
10	Agency/Group/Organization	Community Healing Centers
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
11	Agency/Group/Organization	Community Homeworks
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	Comstock community Center
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
13	Agency/Group/Organization	Disability Network Southwest Michigan
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence.
14	Agency/Group/Organization	Fair Housing Center of Southwest Michigan
	Agency/Group/Organization Type	Service-Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence

15	Agency/Group/Organization	Family and Children Services
	Agency/Group/Organization Type	Services-Children Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
16	Agency/Group/Organization	Family Health Center
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
17	Agency/Group/Organization	First Day Shoe Fund
	Agency/Group/Organization Type	Nonprofit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence

18	Agency/Group/Organization	Food Bank of South Central Michigan
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Health Nonprofit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
19	Agency/Group/Organization	Gateway Outpatient Services
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-Health Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
20	Agency/Group/Organization	Girl scouts Heart of Michigan
	Agency/Group/Organization Type	Services-Children Services-Education Regional organization Nonprofit children's group
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence
21	Agency/Group/Organization	Goodwill Industries of Southwestern Michigan
	Agency/Group/Organization Type	Services-Education Services-Employment Nonprofit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	Greater Kalamazoo Association of Realtors
	Agency/Group/Organization Type	Housing Services - Housing Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
23	Agency/Group/Organization	Gryphon Place
	Agency/Group/Organization Type	Nonprofit crisis intervention
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
24	Agency/Group/Organization	Guardian Finance and Advocacy Services
	Agency/Group/Organization Type	Nonprofit financial services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
25	Agency/Group/Organization	The Guidance Clinic
	Agency/Group/Organization Type	Services-Children Counseling services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
26	Agency/Group/Organization	Healthcare for the Homeless
	Agency/Group/Organization Type	Services-homeless Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
27	Agency/Group/Organization	Hispanic American Council
	Agency/Group/Organization Type	Civic Leaders Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
28	Agency/Group/Organization	Home Builders Association of Greater Kalamazoo
	Agency/Group/Organization Type	Housing Services - Housing Services-Elderly Persons Services-Persons with Disabilities Business Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, email correspondence
29	Agency/Group/Organization	Homeless Relief Campaign Initiative
	Agency/Group/Organization Type	Services-homeless Nonprofit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
30	Agency/Group/Organization	Hope Network
	Agency/Group/Organization Type	Services-Persons with Disabilities Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
31	Agency/Group/Organization	Hospice Care of Southwest Michigan
	Agency/Group/Organization Type	Services-Elderly Persons Services-Persons with Disabilities Services-Employment Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	HOUSING RESOURCES INC
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
33	Agency/Group/Organization	Interact of Michigan Inc
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
34	Agency/Group/Organization	Interfaith Strategy for Advocacy & Action in the Community
	Agency/Group/Organization Type	Community Advocacy Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
35	Agency/Group/Organization	Jim Gilmore Jr. Community Healing Center
	Agency/Group/Organization Type	Services-Health Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
36	Agency/Group/Organization	Kalamazoo Community Foundation
	Agency/Group/Organization Type	Regional organization Foundation
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
37	Agency/Group/Organization	Kalamazoo community Mental Health & Substance Abuse Services
	Agency/Group/Organization Type	Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
38	Agency/Group/Organization	Kalamazoo County Community Action Agency
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence
39	Agency/Group/Organization	Region IIIA Area Agency on Aging - Kalamazoo County
	Agency/Group/Organization Type	Services-Elderly Persons Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
40	Agency/Group/Organization	Kalamazoo County Department of Resource Development
	Agency/Group/Organization Type	Other government - County

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
41	Agency/Group/Organization	Kalamazoo County Emergency Management Office
	Agency/Group/Organization Type	Agency - Emergency Management Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
42	Agency/Group/Organization	Kalamazoo County Head Start Program
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	Kalamazoo county Health & Community Services - Older Adult Services
	Agency/Group/Organization Type	Services-Elderly Persons Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
44	Agency/Group/Organization	Kalamazoo County Health & Community Services - Veterans Trust Fund
	Agency/Group/Organization Type	Services-Health Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
45	Agency/Group/Organization	Kalamazoo county Public Housing Commission
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence
46	Agency/Group/Organization	Kalamazoo County Treasurer's Department
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, email correspondence
47	Agency/Group/Organization	Kalamazoo Deacon's Conference
	Agency/Group/Organization Type	Services-homeless Nonprofit (resource donation/dissemination)
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
48	Agency/Group/Organization	Kalamazoo Gospel Mission
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
49	Agency/Group/Organization	Kalamazoo LISC Affordable Housing Parnterhsip (AHP)
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, email correspondence
50	Agency/Group/Organization	Kalamazoo Literacy Council
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence

	Agency/Group/Organization	KALAMAZOO NEIGHBORHOOD HOUSING SERVICES, INC
	Agency/Group/Organization Type	Services - Housing Lead-based paint strategy
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
52	Agency/Group/Organization	Kalamazoo Regional Education Services Agency
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
53	Agency/Group/Organization	Kalamazoo Regional Psychiatric Hospital
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
54	Agency/Group/Organization	Kalamazoo Valley Habitat for Humanity
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
55	Agency/Group/Organization	KPEP
	Agency/Group/Organization Type	Community-based alternative to incarceration
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
56	Agency/Group/Organization	Lending Hands
	Agency/Group/Organization Type	Services-Health

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
57	Agency/Group/Organization	Loaves and Fishes
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
58	Agency/Group/Organization	Metropolitan Branch NAACP
	Agency/Group/Organization Type	Civic Leaders
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
59	Agency/Group/Organization	Michigan Coalition Against Homelessness
	Agency/Group/Organization Type	Services-homeless

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, email correspondence
60	Agency/Group/Organization	Michigan Commission for the Blind
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
61	Agency/Group/Organization	Michigan Department of Community Health
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
62	Agency/Group/Organization	Michigan League for Human Services
	Agency/Group/Organization Type	Advocacy Organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
63	Agency/Group/Organization	Michigan Organizing Project
	Agency/Group/Organization Type	Advocacy organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
64	Agency/Group/Organization	MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Website reference, Mass mailers, email correspondence
65	Agency/Group/Organization	Michigan Works- Michigan Prisoner Reentry Initiative
	Agency/Group/Organization Type	Community Re-entry programs

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
66	Agency/Group/Organization	MINISTRY WITH COMMUNITIES
	Agency/Group/Organization Type	Services-homeless Supportive Services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
67	Agency/Group/Organization	NAMI of Kalamazoo
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
68	Agency/Group/Organization	Oakland House Shelter
	Agency/Group/Organization Type	Services - Housing

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
69	Agency/Group/Organization	Open Doors of Kalamazoo
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
70	Agency/Group/Organization	Portage Community Center
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
71	Agency/Group/Organization	Portage District Library
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
72	Agency/Group/Organization	Portage Human Services Board
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Direct consultation
73	Agency/Group/Organization	Portage Planning Commission
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
74	Agency/Group/Organization	Portage Public Schools
	Agency/Group/Organization Type	Other government - Local

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
75	Agency/Group/Organization	Portage Senior Center
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
76	Agency/Group/Organization	Poverty Reduction Initiative
	Agency/Group/Organization Type	Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	RESIDENTIAL OPPORTUNITIES
	Agency/Group/Organization Type	Services - Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
78	Agency/Group/Organization	St. Barnabas Episcopal Church
	Agency/Group/Organization Type	Religious Institution
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
79	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Nonprofit supportive services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

80	Agency/Group/Organization	Senior Services
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence
81	Agency/Group/Organization	Shalom Inc
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
82	Agency/Group/Organization	Social Security Administration
	Agency/Group/Organization Type	Other government - Federal
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers

	Agency/Group/Organization	South County Community Services
	Agency/Group/Organization Type	Nonprofit supportive services
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
84	Agency/Group/Organization	State of Michigan Human Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
85	Agency/Group/Organization	Twelve Baskets
	Agency/Group/Organization Type	Nonprofit food bank
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence

	Agency/Group/Organization	United Way of the Battle Creek and Kalamazoo Region
	Agency/Group/Organization Type	Services-homeless Regional organization Continuum of Care
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homelessness Strategy Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence
87	Agency/Group/Organization	VFW Post #5855
	Agency/Group/Organization Type	Veteran's Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
88	Agency/Group/Organization	Volunteer Center of Greater Kalamazoo
	Agency/Group/Organization Type	community advocacy
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
89	Agency/Group/Organization	WMU Center for Disability Services
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
90	Agency/Group/Organization	Workforce Development W E Upjohn Institute
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
91	Agency/Group/Organization	YMCA of Greater Kalamazoo
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services - Victims Nonprofit

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence, Mass mailers
92	Agency/Group/Organization	YWCA OF KALAMAZOO
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services - Victims Nonprofit
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Email correspondence, Mass mailers, US direct mail
93	Agency/Group/Organization	AT & T Broadband Internet
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Direct mail

94	Agency/Group/Organization	Kalamazoo County Continuum of Care
	Agency/Group/Organization Type	Housing PHA Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Other government - County Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers, Open House and email correspondence

	Agency/Group/Organization	Spectrum High Speed Internet
	Agency/Group/Organization Type	Services-Employment Services - Broadband Internet Service Providers Regional organization
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Direct mail.
96	Agency/Group/Organization	FEMA Region 5
	Agency/Group/Organization Type	Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Other government - Federal
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Direct Mail
97	Agency/Group/Organization	Kalamazoo County Sherriff Office
	Agency/Group/Organization Type	Housing Other government - County

	What section of the Plan was addressed by Consultation?	Housing Need Assessment County Jail
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Mass mailers
98	Agency/Group/Organization	Fair Housing Center of Southwest Michigan
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Education Service-Fair Housing Regional organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Fair Housing
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	A community wide Open House, email and direct communications. Outcomes will be the awareness of activities in the annual action plan and the opportunity for referral to the activities. Networking with other organizations is the best experience to learn what an organization offers and provides a personal opportunity to receive and give referrals to meet peoples needs.

Identify any Agency Types not consulted and provide rationale for not consulting

In addition to informing the public through the City’s monthly newsletter, The Portager, the City has made a concerted effort to contact known agencies and organizations involved in activities that are relevant to CDBG activities and programs. The 3rd Annual Human Services Open House has again grown through the inclusion of 11 more human service organizations and public officials, in addition to Portage citizens. The Open House is instrumental in creating awareness of what the City is doing and what other organizations are offering to Portage residents. Although this effort does not ensure that all agencies are involved, it provides all local and relevant agencies with the opportunity to collaborate throughout the development of this Plan. Citizens are provided with information via notices published in the local newspaper, on the City website, and other online postings. The City follows HUD rules and regulations for citizen participation, and therefore offers numerous participation and comment venues.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	The United Way of the Battle Creek and Kalamazoo Region	The goal is to end homelessness by providing permanent/supportive housing.
Master Plan Portage Forward Together	City of Portage	On August 15, 2024, the Portage Planning Commission adopted the Portage Forward Together 2045 Master Plan. For two years, the city worked to assess existing conditions, host public meetings, and gather input from businesses, developers, and the community, resulting in more than 800 engagement points. The new Master Plan, presented in an interactive online format and a printable PDF document that meets state requirements, replaces the 2014 Comprehensive Plan.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

The Continuum of Care continues to work towards their goals to improve five public-facing outcomes measuring the health of our area system to address homelessness:

- Days Homeless
- Exits to Permanent Housing
- Return to Homelessness after exiting permanent housing
- Total Housing Units Available
- Dollars Granted or Directed by the Kalamazoo County Continuum of Care

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The Annual Action Plan is based on the current 2021 – 2025 Consolidated Plan and requires extensive citizen participation. For the 2021 - 2025 Consolidated Plan, the City of Portage, MI underwent a citizen participation process as it pertains to HUD requirements. HUD requires local jurisdictions to provide for citizen participation which encourages the development of the Consolidated Plan in cooperation with residents from every walk of life. HUD believes it is important to obtain the views of residents who live in low- and moderate-income areas, as well as service providers who deliver services to low-income and special needs residents. Inquiries are recorded and tracked to identify gaps and provide the most appropriate supportive services possible, routinely resulting in referrals to organizations that can assist. The City continues to obtain supplemental funding to enhance its effectiveness and service provision based upon these inquiries.

The following section describes the public participation process that was completed for the 2025-2026 Annual Action Plan. A summary of the public participation process is shown in Table 4.

As noted in the Citizen Participation Plan, public input is encouraged through timely public notices, public hearings and publication of information relating to proposed Community Development Block Grant activities. Notices and agendas are published and/or posted at least seven days before the date of all public meetings, as well as direct mailings to agencies and interested groups. All meetings are held at City Hall, which is centrally located in the community and accessible to all persons, including disabled persons. If special accommodations are necessary for participation of a physically disabled or non-English speaking person in the Consolidated Planning process, the city will provide the appropriate accommodations.

A public hearing is scheduled prior to the submission of the 2025-2026 Annual Action Plan to HUD to allow for comments on community development needs, housing priorities, as well as fair housing within Portage. The public hearing was held at 5:30 p.m. on March 6, 2025, at the Human Services Board meeting, which provides an opportunity for citizens, community groups and/or agencies to comment on a draft housing

and community development needs identified in the Consolidated Plan as well as fair housing issues in the community. In preparation of the public hearing, the 2025-2026 Annual Action Plan was prepared and available for review.

The Annual Action Plan was presented to City Council for review on May 13, 2025 at a City Council meeting, where it was adopted and authorized to be sent to HUD.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Hearing	Non-targeted/broad community	Human Services Board Public Hearing on March 6, 2025 at 5:30 p.m. No public persons attended public meeting.	No public comments were received.	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	January 2025, The Portager newsletter invited comments and notified residents of the public comment and public hearing. The Portage is direct mailed to every address in the City of Portage including homeowners, renters, commercial and non-profit agencies.	No comments were received resulting from direct mailing to every Portage address.	N/A	
3	30-Day Public Comment Period	Non-targeted/broad community	February 1, 2025 to March 6, 2025 at 5:00 p.m.	No comments were received during the public comment period.	N/A	
4	Public Meeting	Non-targeted/broad community	May 13, 2025 @ 6:00 p.m. during a City Council meeting where public people did attend, Council reviewed and adopted the 2025 AAP.	No comments were received	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	209,148.00	50,000.00	50,000.00	309,148.00	0.00	Additional resources for leveraging may include Kalamazoo County Housing For All Millage, State and Federal grants, City Departments, public or social service providers, or other sources.

Table 1 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG allocation will be primary utilized for funding for housing rehabilitation projects for low- and moderate-income households and enhancing low- and moderate-income neighborhoods through code compliance. State MSHDA MI Neighborhood home repair program funds were received for utilization of a homeowner repair program. City of Portage General Funding of \$216,000 is distributed to local human service agencies that serve Portage residents. Funding to address homelessness and provide permanent supportive housing is primarily through the Kalamazoo County Continuum of Care.

In 2020, a new, eight-year 0.75-mill property tax was passed by Kalamazoo County voters, which took the place of the .01-mill tax approved by County voters in 2015. This millage generates approximately \$6.3 million annually expanding affordable housing options in the county. The County program offers grant funding opportunities for different types of projects in the community: new multi-family, opportunistic creative projects, single-family new housing, rehabilitation of single-family, and supportive services. The City of Portage obtained \$221,456 in grant funding through the County to leverage this millage for the 2022-2023 program year to support and expand housing rehabilitation efforts. During the 2022-2023 program year, the City fully expended the grant on basic services and energy efficiency improvements for housing, including furnace/air conditioner upgrades, window replacements, roof replacements, door replacements, chimney rebuilds, electrical updates, housing insulation, drain replacements, and new water service. The City applied for, and was awarded, another round of grant funding through this millage for the 2023-2024 program year in the amount of \$224,210 for basic services and energy efficiency improvements as well as \$100,000 for emergency home repairs. The City of Portage does not anticipate receiving funding for these programs in the future as the creation of new affordable housing options is being pursued. A MSHDA NEP grant was utilized and expended and a MSHDA MI Neighborhood grant is now being utilized for homeowner rehabilitation, planning and economic development projects.

The City leverages general fund money to support additional public services projects and agencies such as the Disability Network or Southwest Michigan, Gryphon Place, Housing Resources, Inc., the Kalamazoo Literacy Council, and more. These funds will act as a supplement to CDBG funding and allow the City to fund additional projects and have a greater impact on the region.

Finally, direct recipients and sub recipients of CDBG Program funding leverage federal funding with private and public funding to increase the impact of CDBG Program activities and assist in addressing priority needs within the community.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The housing shortage in Kalamazoo County is well documented in the 2022 Kalamazoo County Housing Plan prepared by W.E Upjohn Institute and the Southcentral Michigan Planning Council. Michigan released its first Statewide Housing Plan in 2022, which revealed a significant need to improve the quantity, quality, and placement of Michigan's housing stock, particularly for low-income and marginalized communities throughout the state. The Statewide Housing Plan, Goal 4.6, is to increase the states missing middle and workforce housing stock to facilitate greater housing choice.

The City of Portage owns a 13.36-acre parcel that will be developed into 42 single-family owner-occupied homes, known as Stanwood Crossings. To address the need for affordable housing for the missing middle and work housing income earners, these homes will be sold to individuals or families with incomes between 80%-120% of the Area Median Income (AMI). The funding for this project was secured through Kalamazoo County Housing for All Millage, the American Rescue Plan (ARPA) and a federal earmark from U.S Senators, Debbie Stabenow and Gary Peters. A grant from Kalamazoo County was awarded allowing the City to distribute down payment assistance (DPA) amongst its buyers. The City is creating a Community Land Trust (CLT), 501(c)3, nonprofit organization to address long term affordability throughout the development. The trust allows homes to remain affordable in perpetuity, using 99-year ground leases.

Discussion

The City received an annual allocation of \$209,148 for the 2025-2026 Annual Action Plan program year. Additionally, the City anticipates receiving program income of \$50,000 and \$50,000 in unspent CDBG FY2024 funding . In total, Portage anticipates an estimated \$309,148 in resources. The City of Portage is preparing for the creation of the next 5-year Consolidated Plan covering the period Fiscal Year 2026 through 2031.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Affordable Owner Housing	2021	2025	Affordable Housing	Citywide	Affordable Owner Housing	CDBG: \$211,000.00	Homeowner Housing Rehabilitated: 18 Household Housing Unit
2	Neighborhood Improvement	2021	2025	Non-Housing Community Development	Low/Mod Neighborhoods	Neighborhood Improvement	CDBG: \$55,148.00	Housing Code Enforcement/Foreclosed Property Care: 200 Household Housing Unit
3	Administration/Planning	2021	2025	Program Administration	Citywide	Administration/Planning	CDBG: \$43,000.00	Other: 0 Other

Table 2 – Goals Summary

Goal Descriptions

1	Goal Name	Affordable Owner Housing
	Goal Description	Increase the supply of decent, affordable owner-occupied housing opportunities for low- and moderate-income residents throughout the city. CDBG - \$211,000

2	Goal Name	Neighborhood Improvement
	Goal Description	Support code compliance and minimum property standards to support safe, affordable housing in eligible neighborhoods to aid in the prevention and elimination of blight. CDBG - \$55,148
3	Goal Name	Administration/Planning
	Goal Description	Administer the CDBG program. CDBG - \$43,000

Projects

AP-35 Projects – 91.220(d)

Introduction

The final year of the five-year Consolidated Plan will focus on housing rehabilitation, code enforcement, and include a new program addressing emergency home repairs for low- and moderate-income homeowners with a situation that is a threat to their health or safety. Four projects, including project administration, will be funded in Program Year 2025-2026. See Project Information table below.

Projects

#	Project Name
1	Housing Rehabilitation Project Delivery
2	Housing Rehabilitation Program
3	Neighborhood Improvements
4	CDBG Program Administration

Table 3 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

AP-38 Project Summary
Project Summary Information

1	Project Name	Housing Rehabilitation Project Delivery
	Target Area	Citywide
	Goals Supported	Affordable Owner Housing Neighborhood Improvement
	Needs Addressed	Affordable Owner Housing Neighborhood Improvement
	Funding	CDBG: \$11,000.00
	Description	Admin to perform all the duties of the home repair program, such as application creation and updating, marketing, meeting with interested program participants, determining their eligibility, assisting them in obtaining necessary quotes, conducting loan closings and mortgage monitoring, inspections, assuring work is completed properly, discharging mortgages.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	18
	Location Description	City wide.
	Planned Activities	Admin to perform all the duties of the home repair program, such as application creation and updating, marketing, meeting with interested program participants, determining their eligibility, assisting them in obtaining necessary quotes, conducting loan closings and mortgage monitoring, inspections, assuring work is completed properly, discharging mortgages.
2	Project Name	Housing Rehabilitation Program
	Target Area	Citywide
	Goals Supported	Affordable Owner Housing Neighborhood Improvement
	Needs Addressed	Affordable Owner Housing Neighborhood Improvement
	Funding	CDBG: \$200,000.00

	Description	Provide forgivable loans to low-and-moderate-income homeowners with income levels below 80 percent of the median family income as determined by HUD. The loans will be for necessary home improvements that assist homeowners to stay in their homes longer and with a better-quality home. Items such as roofing, electrical, HVAC updates and insulation are priorities. Accessibility is also a necessary improvement.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	18 homeowners that are low and moderate income will benefit.
	Location Description	City Wide
	Planned Activities	Provide forgivable loans to low-and-moderate-income homeowners with income levels below 80 percent of the median family income as determined by HUD. The loans will be for necessary home improvements that assist homeowners to stay in their homes longer and with a better-quality home. Items such as roofing, electrical, HVAC updates and insulation are priorities. Accessibility is also a necessary improvement.
3	Project Name	Neighborhood Improvements
	Target Area	Low/Mod Neighborhoods
	Goals Supported	Neighborhood Improvement
	Needs Addressed	Neighborhood Improvement
	Funding	CDBG: \$55,148.00
	Description	Support code compliance and minimum property standards to aid in the prevention and elimination of blight and deterioration. Activities include the administration of the Community Quality Code, Housing/Property Maintenance Code, Zoning Code and Building Code in low-and-moderate-income neighborhoods.
	Target Date	6/30/2026

	Estimate the number and type of families that will benefit from the proposed activities	200 Households located in low-and-moderate-income census tracts will benefit.
	Location Description	Attached to the Annual Action Plan is the latest Census map showing the locations in which this project will occur. This is the latest information available. Low and moderate-income areas in the City of Portage have been greatly reduced, which is a win win for their efforts.
	Planned Activities	Support code compliance and minimum property standards to aid in the prevention and elimination of blight and deterioration. Activities include the administration of the Community Quality Code, Housing/Property Maintenance Code, Zoning Code and Building Code in low-and moderate-income neighborhoods.
4	Project Name	CDBG Program Administration
	Target Area	Citywide
	Goals Supported	Administration/Planning
	Needs Addressed	Administration/Planning
	Funding	CDBG: \$43,000.00
	Description	Annual Action planning, Consolidated Plan creation, project development, coordination and compliance oversight. All administrative activities to assure proper operation of the CDBG Entitlement Program.
	Target Date	6/30/2026
	Estimate the number and type of families that will benefit from the proposed activities	Not applicable
	Location Description	City wide. A map is attached to the Annual Action Plan that shows the city limit boundaries.
	Planned Activities	Annual Action planning, Consolidated Plan creation, project development, coordination and compliance oversight. All administrative activities to assure proper operation of the CDBG Entitlement Program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Portage reviews statistical information on an annual basis for all city neighborhoods that have been determined to have at least 46.94% of their population with low and moderate income (80% of the Area Median Income). Currently there are five Block Groups that meet or exceed these criteria in the city, reduced from nine with 2020 Census data. These identified areas are central and north centrally located in the city. Code administration and enforcement are directed within low-moderate income neighborhoods.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	85
Low/Mod Neighborhoods	15

Table 4 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The City's rationale for allocating investments geographically depends upon the location of low- and moderate-income populations, which are scattered throughout the City. Neighborhood Improvement efforts, including code administration and enforcement, will be directed within low-moderate income neighborhoods, as shown in the Low- and Moderate-Income Areas by Block Group Map. Owner-occupied housing improvement programs will be offered on a city-wide basis directly to eligible low-income households.

Discussion

The City of Portage has identified two projects to implement the goals of the Strategic Plan during the final year of the 2021 - 2025 Consolidated Plan. These projects benefit low- and moderate-income people citywide and within the city's low- and moderate- income areas.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City places a high priority on providing safe, affordable, and decent housing in Portage. This goal is addressed, in part, by local developers that construct new, modestly priced, affordable houses. Additionally, through the housing rehabilitation program, the City will work to repair existing houses for low- and moderate-income individuals. The City will continue to utilize CDBG, General Fund, state and county funding as it is available to support the provision of public services to low-income individuals.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	18
Special-Needs	0
Total	18

Table 6 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	18
Acquisition of Existing Units	0
Total	18

Table 7 - One Year Goals for Affordable Housing by Support Type

Discussion

The City is prepared to engage in affordable housing activities through the housing rehabilitation program and relies on various partners in assisting its residents in obtaining affordable housing. The City intends to assist 18 households with home-owner-occupied housing rehabilitation assistance. In addition to the housing assistance programs funded through the CDBG Program, neighborhood improvement service funding will be provided through CDBG Program assisting an additional 200 households located in low-moderate income census areas. The City General Fund will aid public service agencies that provide homelessness prevention, rapid rehousing and tenant-based rental assistance.

AP-60 Public Housing – 91.220(h)

Introduction

As noted in the Five-Year Consolidated Plan, the City of Portage does not have a Public Housing Authority (PHA) and has no public housing units. Furthermore, Kalamazoo County does not have a PHA and therefore, the Michigan State Housing Development Authority (MSHDA) serves as the PHA for Kalamazoo County. In 2002, however, Kalamazoo County did create a Public Housing Commission (PHC) that provides tenant based rental assistance within Kalamazoo County, which is in addition to rental assistance provided within Kalamazoo County via MSHDA.

Actions planned during the next year to address the needs to public housing

The City of Portage will continue to consult with MSHDA Housing Choice Voucher agents, Housing Resources, Inc., and the Kalamazoo County PHC on issues relevant to public housing and decent, affordable housing in general. In addition, the City of Portage will continue to actively correspond with the United Way of the Battle Creek and Kalamazoo Region (AHP) which operates the local CoC.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

As noted above, city staff actively participate with Kalamazoo Neighborhood Housing Services (KNHS), and other agencies on efforts to promote awareness of programs that assist with homeownership, budget counseling and education.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable.

Discussion

Not applicable.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

This section of the Annual Action Plan describes the City of Portage's one-year goal, and the specific actions it will undertake in the program year to carry out the homeless strategy identified in the Strategic Plan. Additionally, this section addresses any activities related to the supportive housing needs of non-homeless populations.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City of Portage provides general funding to numerous agencies. Specifically, Housing Resources, Inc., the Portage Community Center, Prince of Peace Lutheran Church, Twelve Baskets Food Pantry & Free Store, and Catholic Charities. These agencies all work to prevent homelessness through temporary shelters, emergency utility payment, and rapid rehousing. Additional agencies funded with general funds support services that keep people in their homes longer. They include food, household items, clothing, accessibility ramps, bathroom grab bars, and the lending of durable medical equipment. They provide transportation and minor alterations to people's homes to make them accessible. Programs support people with special needs such as autism and elderly services as identified.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City government does not directly assist people experiencing homelessness; rather it supports non-profit agency experts as described earlier. A referral agency, Gryphon Place (2-1-1) serves as a front-line agency screening people and connecting them to the correct agency, including suicide prevention. A point-in-time homeless count is conducted annually in Kalamazoo County which also services as an opportunity to connect homeless people with services.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

As noted above, the City may provide services through its CDBG Program for homelessness and provides both CDBG Program funds and General Fund money to public service agencies that provide a variety of assistance to homeless people. In addition, the City actively participates in the CoC, which engages in

planning and implementation efforts to improve the outcomes of services provided to homeless people in the community.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

As noted above, the City provides both CDBG Program funds and General Fund monies to public service agencies that provide a variety of assistance to homeless people. In addition, the City actively participates in the CoC, which has developed policies and procedures intended to improve the outcome of people discharged from various institutions and prevent further homelessness.

Discussion

Addressing homelessness is a continuing priority need in the City of Portage. The City financially supports the amelioration of homelessness in the upcoming fiscal year. The City will continue funding homelessness prevention and amelioration activities through partner organizations such as the Portage Community Center, Housing Resources, Inc., and Disability Network, Catholic Charities, and Gryphon Place. The City will continue to work with the United Way of the Battle Creek and Kalamazoo Region which serves as the Continuum of Care.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

This section of the Annual Action Plan summarizes actions the City of Portage will undertake during the program year to reduce barriers to affordable housing and influence whether the cost of housing or the incentives to develop, maintain, or improve affordable housing are affected by public policies, particularly those of the local jurisdiction.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City has several strategies that it utilizes to remove or ameliorate the negative effects of public policies that are barriers to affordable housing. In general, the City of Portage will continue to work with non-profit and for-profit housing developers and providers to increase the amount of affordable housing.

The following strategies are taken during the plan period to address affordable housing.

- Continue to participate in the United Way of the Battle Creek and Kalamazoo Region (CoC) and other regional initiatives to address affordable housing issues throughout Kalamazoo County.
- Continue identifying opportunities for Home Buyer Assistance to increase affordable home ownership opportunities for low-income households.
- Pursuing opportunities to facilitate affordable rental housing by 1) partnering with housing developers by providing tax abatement/PILOTS through the City General Fund.
- Pursue opportunities to facilitate affordable owner-occupied housing by partnering with housing developers and housing non-profits to facilitate the construction of affordable units through 1) the Kalamazoo County housing millage funds, and/or 2) tax abatement/PILOTS through the City General Fund, and/or 3) additional State and Federal funding opportunities as they arise.
- Annually review development regulations, fees, and other City code requirements that may create barriers to affordable and fair housing.
- Continue General Fund and CDBG Program funding, and applying for Kalamazoo County Millage, MSHDA and other programs as they are available to support the provision of public services to low-income individuals.

Discussion:

Public policies can have a direct impact on barriers to affordable housing. Portage has recognized this fact and is committed to exposing any barriers or obstacles to developing affordable and fair housing as they become evident. As noted in the Strategic Plan, affordable housing for low-income renters and owners within the city is a priority need and efforts to reduce barriers and increase access to affordable

housing is an ongoing priority of the community.

AP-85 Other Actions – 91.220(k)

Introduction:

This section of the Annual Action Plan describes the City of Portage planned actions to carry out the following strategies outlined in the Strategic Plan:

- Foster and maintain affordable housing,
- Rehabilitate housing for existing homeowners, and
- Reduce slum and blight through code enforcement.

Actions planned to address obstacles to meeting underserved needs

The greatest challenge to meet underserved needs in the coming year will be meeting the increased need for programming activities with a reduced amount of funding. To overcome this significant challenge, the City will work more efficiently, seek a greater level of collaboration with other agencies and organizations, and aggressively seek opportunities to leverage funds.

The City, through the Consolidated Plan, shall seek to target federal funds, and other available resources, to residents that have traditionally not been served, or are underserved by previous programs. A strong emphasis will be placed on programmatic restructuring that is not only compliant with changing rules and regulations, but make sense for today's economic climate, and ever-changing community structure. The specific projects planned within the Annual Action Plan are intended to assist unserved needs within the community. In addition, the City will continue to work with Housing Resources, Inc., Kalamazoo Neighborhood Housing Services and Kalamazoo County CoC to improve the access to and delivery of services to people in need.

Actions planned to foster and maintain affordable housing

As noted above, the City will assist low-income homeowners with housing maintenance and emergency repairs within the community. In addition, partnerships with housing developers will be pursued on an annual basis to increase the supply and improve the condition of affordable rental housing.

Actions planned to reduce lead-based paint hazards

The City will continue educational efforts to inform residents of lead-based paint hazards in general. All CDBG Program housing assistance program participants will receive specific notice regarding lead-based paint hazards and all contractors will be required to adhere to lead-based paint safe work practices

before, during and after all home improvement projects.

Actions planned to reduce the number of poverty-level families

Because the nature of poverty is complex and multi-faceted, the City will attempt to allocate CDBG funds for services to very low-income households. CDBG can provide funding to meet these critical basic needs, but these efforts will be constrained by the amount of funds available and competing priority needs. Each activity in the 2025-2026 Annual Action Plan will have an impact on low-moderate income households or living in low-income areas. The rehabilitation projects will assist with repairs to the home, allowing the homeowner to save money and dedicate it to other needs. Referrals to budget counseling organizations is standard when assisting people with home repair projects, for hopes they can improve financial situations. Neighborhood improvement programs assist with cleanliness of their homes and maintain yards and sidewalks to be appealing and free of debris and clutter.

According to the 2022 American Community Survey (ACS) estimates, 7.8% of people living in the City of Portage are at, or below, poverty level. As noted above, the City will allocate resources from the CDBG Program and General Fund to address the needs of residents and families living at or below poverty. Housing assistance programs, public services and tax exemptions and household tax relief are examples of actions to be taken by the City of Portage.

Actions planned to develop institutional structure

The City has in place a strong institutional structure necessary to carry out its housing, community, and economic development strategies. The City's Department of Community Development will administer the CDBG Program.

The City of Portage Department of Community Development will continue as the long-established lead agency regarding planning and implementation of programs and activities noted in the Consolidated Plan and Annual Action Plan. Efforts to strengthen gaps are pursued as identified.

Actions planned to enhance coordination between public and private housing and social service agencies

The City maintains a close relationship with state, regional, and county organizations that aid low- and moderate-income people as well as the homeless.

The City will work closely with local non-profit organizations to actively encourage housing programs for low- and moderate-income people. Private builders and lending institutions will continue, with the assistance of the City, to develop affordable housing in Portage. The City of Portage will continue to actively work with the Kalamazoo County CoC, closely with public service and housing assistance

agencies, as well as the Kalamazoo County Public Housing Commission and MSHDA.

This collaborative approach will assist in the creation and execution of effective service delivery programs and affordable housing projects.

Discussion:

The City's actions planned to address obstacles to meeting underserved needs include activities in support of special needs assistance. Additionally, the City's actions to foster and maintain affordable housing include continued funding of programs and agencies that further the affordable housing goals of the City.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	50,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	50,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

The City estimates 100% of CDBG funding will be spent on low- and moderate-income activities.

Attachments

Citizen Participation Comments



Options for

making Plan, improvements, enhancing usage a mix ns are being, rd walkable t to refine the

WHAT WILL WE DISCUSS?

A design team has been hired to collaborate with the community to shape a unified vision for Portage Road, spanning from East Osterhout Avenue to East Centre Avenue. Your input is vital! We want to know what works, what doesn't, and how we can make this corridor a destination people want to travel to and within – not just pass through.

How can I get involved?

We need your ideas! Participate in a community event, complete our survey, visit a pop-up event, or join a focus group. Over the next six months, there will be plenty of opportunities to share your input. Remember, we aren't mind readers – if you don't participate, your amazing ideas won't be heard!

- » When: Friday, January 17, 4-6 PM
- » Where: Presidential Brewing Company, 8302 Portage Road

Enjoy a casual atmosphere during happy hour while participating in activities like mapping key locations on Portage Road, playing a vocabulary game, and giving feedback on past ideas with a thumbs-up/down exercise.

360 Survey: Share your thoughts by completing our survey.

Scan to Take the Survey



- » Access the survey here: survey.alchemer.com/s3/8132282/portage-rd-360-survey
- » Or scan the QR code using your phone to get started.

Join us in shaping the future of Portage Road!

Planning and

initiative minimum s, the city ations into s update with and

lations from the 2045 Master in August 2024 ent process, residents the next two

ages posed by ordinances, w code will

stabilizing

thoughtful redevelopment.

- » Expand housing options, including attainable choices like duplexes and townhomes.
- » Remove barriers to redevelopment and promote vibrant mixed-use developments in key commercial areas.

Kickoff Events and Community Involvement

The city is partnering with Kendig Keast Collaborative (KKC), a nationally recognized planning and zoning consulting firm, to lead the UDO update. From January 7 to January 10, the KKC team will host a series of events to introduce the process and gather input:

- » City Council Kickoff Presentation: January 7 at 6 PM, City Hall Council Chambers.
- » Planning Commission Overview: January 8 at 6 PM, City Hall Council Chambers.

KKC will also meet with the city's Community Development team, who will oversee the project, as well as key stakeholders familiar with Portage's current regulations.

Portage residents and stakeholders are encouraged to participate in shaping this vital update. To learn more or express your interest in participating, email dameg@portageil.gov.

City of Portage Prioritizes Housing-Focused Programs in 2025

The City of Portage is continuing its commitment to housing-focused initiatives in 2025. The Human Services Board is reviewing 31 program applications from 20 agencies, with \$216,000 in funding recommendations expected to go to City Council soon.

Planning for the 2025-26 Community Development Block Grant (CDBG) program is also underway, with \$300,000 in anticipated funding. These funds will support critical programs like home repairs for low-to-moderate-income homeowners and neighborhood improvements.

The city is preparing its final Annual Action Plan under the current Consolidated Plan and invites public participation in drafting a new five-year plan. Public comments on the proposed Annual Action Plan will open on February 1, 2025 and can be made by calling the Department of Community Development at 329-4477 or emailing perc@portageil.gov. Visit portageil.gov/260 to view the current Consolidated Plan and Annual Action Plan.

NOTICE OF PUBLIC HEARING

The City of Portage Human Services Board will hold a public hearing on Thursday, March 6, 2025 at 5:30 p.m. in Conference Room 1, Portage City Hall, 7900 South Westnedge Avenue, Portage, Michigan to receive comments on the Community Development Block Grant (CDBG) Programs' Annual Action Plan including community development needs, fair housing issues, housing priorities and human/public services within the City of Portage. The city anticipates receiving approximately \$200,000 in Federal CDBG funding in 2025-26 and an estimated \$50,000 of program income and anticipated remaining funding in the amount of \$50,000, for a total budget of \$300,000 in FY 2025-26. If the city of Portage receives more or less than anticipated, the Neighborhood Improvement Program will be adjusted to accommodate the actual allocation, including increasing or decreasing the goal proportionately. The draft document is available for review at the following locations:

- Department of Community Development, City of Portage, 7900 South Westnedge Avenue, Portage, MI 49002
- Portage District Library, 300 Library Lane, Portage, MI 49002
- Portage Community Center, 325 East Centre Avenue, Portage, MI 49002
- City of Portage web site (<http://www.portagemi.gov/180/Human-Services-Board>)

All interested people are encouraged to attend. Comments can be submitted in writing to the City of Portage, Department of Community Development, for discussion at the public hearing. Subsequent to the public hearing, a 30+ day public comment period will be provided beginning February 1, 2025, and ending March 6, 2025, at 5:00 p.m. Citizens desiring additional information should contact the City of Portage Department of Community Development, (269) 329-4477 for additional information.

Department of Community Development

Jonathon Hallberg, Deputy Director of Economic Development

Dated: January 9, 2025



Kalamazoo Gazette

LEGAL AFFIDAVIT

AD#: 0010954610

Total

\$146.44

State of Michigan) ss

County of Kalamazoo)

Nancy Block being duly sworn, deposes that he/she is principal clerk of MLive Media Group; that Kalamazoo Gazette is a public newspaper published in the city of Kalamazoo, with general circulation in Kalamazoo county, and this notice is an accurate and true copy of this notice as printed in said newspaper, was printed and published in the regular edition and issue of said newspaper on the following date(s):

Kalamazoo Gazette 02/01/2025

Nancy Block
Principal Clerk of the Publisher

Sworn to and subscribed before me this 3rd day of February 2025

Teasha R Payne
Notary Public



TEASHA R. PAYNE
NOTARY PUBLIC, STATE OF MI
COUNTY OF MECOSTA
COMMISSION EXP FEB 24 2026
ACTING IN COUNTY OF Kent



NOTICE OF PUBLIC HEARING

The City of Portage Human Services Board will hold a public hearing on **Thursday, March 6, 2025 at 5:30 p.m.** in Conference Room 1, Portage City Hall, 7900 South Westridge Avenue, Portage, Michigan to receive comments on the Community Development Block Grant (CDBG) Programs' Annual Action Plan including community development needs, air housing issues, housing priorities and human/public services within the City of Portage. The city anticipates receiving approximately \$200,000 in Federal CDBG funding in 2025-26 and an estimated \$50,000 of program income, for a total budget of \$250,000 in FY 2025-26. If the city of Portage receives more or less than anticipated, the Neighborhood Improvement Program will be adjusted to accommodate the actual allocations, including increasing or decreasing the goal proportionately. The draft document is available for review at the following locations:

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Department of Community Development
Jonathan Hollings, Deputy Director of Economic Development
Dated: January 9, 2025

CITY OF PORTAGE HUMAN SERVICES BOARD

Minutes of the Meeting –March 6, 2025

Conference Room 1

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

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

STAFF PRESENT: Tina Perry

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

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

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

OTHER BUSINESS:

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

GENERAL FUND FY2025-2026 \$216,000

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

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

Amount Available = \$99,721.00			
Organization	Project Name	Amount Requested	Year 1
Portage Public Schools	525 Foundation Presentation author of One Choice	\$ 15,500.00	\$15,500.00
Portage Public Schools	Reflections: A Community Story of Addiction & Healing	\$ 30,000.00	\$ -
Portage Public Schools	Contraband Detecting Canines Deterrent Program	\$ 8,285.00	\$ 8,285.00
Portage Public Schools	Responding to Student Addiction: Substance Misuse Therapy	\$ 28,000.00	\$28,000.00
Portage Public Schools	Understanding Teen Substance Misuse	\$ 200.00	\$ 200.00
Psychological Safety Services	Psychological Safety Services	\$ 100,000.00	\$ -
Community Healing Centers	Community Healing Centers	\$ 25,000.00	\$ -
Helping Other People Exceed (HOPE)	Helping Other People Exceed (HOPE) thru Navigation	\$ 50,000.00	\$ -
		\$ 258,985.00	\$61,985.00
		Carry over:	\$47,736.00

STATEMENT OF CITIZENS: None.

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

Respectfully Submitted,



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

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CITY COUNCIL MEETING MINUTES FROM MAY 13, 2025

Mayor Patricia Randall called the Regular Meeting to order at 05:00 PM in the Council Chambers at Portage City Hall.

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

ABSENT: None.

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

At the request of Mayor Randall, the audience observed a moment of silence to reflect on National Bike Week and road safety. Following the moment of silence, Scout Troop 244 of Pathfinder Church led the City Council and audience in reciting the Pledge of Allegiance.

PROCLAMATIONS:

Norwegian Constitution Day: Mr. Kris Spence, president of the Kalamazoo/Portage Sons of Norway Askeladden Lodge, read the proclamation.

PETITIONS AND STATEMENTS OF CITIZENS: None.

CONSENT AGENDA: Mayor Randall shared where the public can access the meeting agenda and asked if any would like an item removed from the Consent Agenda. Councilmember Urban removed Item A.13 and Councilmember Burns removed Item A.6.

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

Approval of Minutes: Motion by Young, seconded by Ledbetter, to approve the City Council Meeting Minutes of the Budget Review Session #1 of April 29, 2025; Regular Meeting of April 29, 2025; and, Committee of the Whole (Legal Services Review) of May 6, 2025. Upon a roll call vote, motion carried 7 to 0.

Accounts Payable Register: Motion by Young, seconded by Ledbetter, to approve the Accounts Payable Register of May 13, 2025, as presented. Upon a roll call vote, motion carried 7 to 0.

Shuman Well Field Chemical Injection Vault Replacements – Bid Tabulation: Motion by Young, seconded by Ledbetter, to award a construction contract to replace the chemical injection vaults at the Shuman well field to Peters Construction Company, Kalamazoo, Michigan in the amount not-to-exceed \$184,155.01 and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Purchase of Bulk Aggregate Material Conveyor: Motion by Young, seconded by Ledbetter, to approve the purchase of a portable bulk aggregate material conveyor for \$132,466.39 using the State of Ohio cooperative purchasing program OhioBuys and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Roadside Mowing and Trimming: Motion by Young, seconded by Ledbetter, to award a contract for one year of mowing services for \$105,397.68 with options for up to five one-year renewals (total amount of \$659,404.17) to Premier Lawn and Snow for mowing and trimming maintenance, for one base year and five one-year optional renewals, and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

✓ **FY2025-26 HUD Annual Action Plan:** Motion by Young, seconded by Ledbetter, to approve the Fiscal Year 2025-26 Annual Action Plan as required by the U.S. Department of Housing and Urban Development to receive the HUD Community Development Block Grant Fiscal Year 2025-26 Entitlement Funds and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Human Services Board recommendations for FY25/26 Human/Public Service Funding: Motion by Young, seconded by Ledbetter, to approve FY 2025-26 Human/Public Service and Opioid Settlement funding for the listed agencies as recommended and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

MDOT Contract No. 25-5207 - Hampton Creek Bog Drainage Maintenance: Motion by Young, seconded by Ledbetter, to approve Contract No. 25-5207 between the Michigan Department of Transportation and the City of Portage for maintenance and improvements of the Hampton Creek Bog and adopt a Resolution authorizing the City Manager to sign all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Pine View Water Tower License and Platform Installation Agreement - Fifth Amendment: Motion by Young, seconded by Ledbetter, to approve the Fifth Amendment to the License and Platform Installation Agreement to the Pine View Water Tower with New Cingular Wireless PCS, LLC, d.b.a. AT&T, and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Portage Mall Water Tower License Agreement - Sixth Amendment: Motion by Young, seconded by Ledbetter, to approve the Sixth Amendment to the License Agreement to the Portage Mall Water Tower with New Cingular Wireless PCS, LLC, and authorize the City Manager to execute all documents related to this action on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Ordinance Amendment and Rezoning #24/25-4 (City Centre Subarea): Motion by Young, seconded by Ledbetter, to receive the Text Amendment and Rezoning Application #24/25-4 to amend the Code of Ordinances of the City of Portage, Michigan, Article 4 - Zoning of Chapter 42 by establishing new development standards of the partial City Centre Subarea as City Centre Mixed Use (CC-MU) district; and, to rezone 8120 South Westridge Avenue and a portion of 129 West Centre Avenue from B-3 General Business District to CC-MU City Centre Mixed Use District to create opportunities for mixed-use development, and set a public hearing for June 10, 2025. Upon a roll call vote, motion carried 7 to 0.

Minutes of Boards & Commissions: None.

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

COMMUNICATIONS:

Historic District Commission Updates: Historic District Commission chairperson Katie VanLonkhuyzen presented an update of the Commission's efforts alongside Commissioners Nick Meile, Martha Deming Maytnier, and Steve Rice. Mr. Rice highlighted economics and fundraising developments. Mr. Meile relayed a Native American historical marker project, while Ms. Maytnier spoke regarding the "America 250" national sesquicentennial campaign.

Mayor Randall highlighted the Mid-Century Modern architectural style prevalent in many of Portage's neighborhoods. Councilmember Ledbetter inquired about the chosen locations of the Native American historical markers, which Commissioner Meile confirmed would be at Celery Flats Park and at Portage Central High School's Peace Pole. Councilmember Burns asked highlighted planned Celery Flats building repairs and inquired for more details on grant funding. Councilmember Young complimented the Commission for bringing forward unique ideas and educational efforts. There was a

brief discussion on organizations the Commission could collaborate with in the future. Motion by Urban, seconded by Burns, to receive the Annual Report Presentation from the Historic District Commission for the 2024/2025 Year. Upon a voice vote, motion carried 7 to 0.

PUBLIC HEARINGS:

Public Hearing for 2025/26 Proposed Budget and Utility Rates: Mayor Randall introduced the item, noting the Council's work through recent weeks to review the expansive but intricate aspects of the proposed budget. City Manager McGinnis summarized the City Administration's efforts to compile the proposed Fiscal Year 2025/2026 budget and relayed that if approved there would be no increase in millage rates while there would be a moderate decrease in debt, considerable capital improvements, and continued provision of comprehensive municipal services.

Mayor Randall opened the public hearing at 6:30 p.m. There were no comments.

Motion by Burns, seconded by Young, to set final adoption of the Fiscal Year 2025/2026 proposed City Budget and proposed 2025 tax levy for May 27, 2025; and adopt the Resolutions for the recommended water and sewer rates, base quarterly charges, franchise area fees and other service fees and charges, all effective July 1, 2025.

Councilmember Urban provided additional comments regarding the development of the current water and sewer rates, stressing that the Council does not take its review of the proposed rates and their formulations lightly. He cited the City of Portage's longstanding agreements with the City of Kalamazoo and the federal government as significant factors in determining rates. Councilmember Burns provided a reminder of the water discount programs locally available. Upon a roll call vote, motion carried 7 to 0.

REGULAR BUSINESS AGENDA:

Westfield Well Field and Lift Station Generator Replacement: Councilmember Burns stated he had removed the item from the Consent Agenda after he noted a discrepancy with the type of generator model cited in the report, which he observed had since been corrected. As such, Councilmember Burns then made the motion, seconded by Councilmember Young, to authorize the purchase of a Cummins C150N6 stationary natural gas generator through the Sourcewell purchasing program at a cost of \$59,835; award a contract for the installation of the generator to CT Electrical Services, Inc, Kalamazoo, Michigan in the amount not-to-exceed \$28,250; and authorize the City Manager to execute all documents related to the contract on behalf of the city. Upon a roll call vote, motion carried 7 to 0.

Mayor's Recognition Guidelines (Proclamations): Noting he had removed the item from the Consent Agenda, Mayor Randall deferred to Councilmember Urban to discuss the updated Mayor's Recognition Guidelines.

Councilmember Urban stated he had questions and suggestions about some of the guidelines' provisions. He recommended adding "at the Mayor's discretion" to clarify that proclamation submissions should not be added to the agenda without due consideration. He then pointed out that while proclamations are historically issued by the Mayor, Resolutions of Respect are issued on behalf of both the Mayor and the Council. Bearing that in mind, he suggested that the policy be to seek the input or agreement of the majority Council if a resolution is presented on behalf of the entire governing body. He also asked whether there is a different policy for resolutions supporting specific topics generally considered to be beyond the scope of city government and suggested that there should be language about such topics, noting the City Council's decision to issue a resolution recognizing Climate Change and decision not to issue a resolution calling for a ceasefire in Gaza. He proposed tabling the policy to consider language for the issues raised.

Mayor Randall inquired about the origins of the proposed Guidelines. Clerk Eklov answered that the document was drafted based on other municipalities' standards, suggestions from the Mayor and City Manager, and from her own experiences in facilitating proclamations on the Council agendas.

City Manager McGinnis noted the recent deviations from the 2013 Mayoral guidelines, but that staff thought it appropriate to bring the proposed revisions to City Council for a group decision, even though the Mayor issues proclamations.

Motion by Urban, seconded by Burns, to table the updated *Mayor's Recognition Guidelines* to the Regular Meeting of May 27, 2025. Upon a roll call vote, motion carried 7 to 0.

UNFINISHED BUSINESS:

Harassment Ordinance: City Manager McGinnis introduced the topic, noting the proposed ordinance was up for a second reading. Councilmember Miller asked the City Manager to elaborate on the differences the proposed ordinance would imbue. City Attorney Kaufman relayed that the ordinance would allow police officers more discretion to handle infractions that fall under local ordinance instead of state law. The new ordinance would see the City Attorney prosecuting instead of the County Prosecutor's Office, thereby increasing effectiveness and control in resolving the issue.

Motion by Ledbetter, seconded by Pearson, to adopt the proposed ordinance to make assault and battery, and harassment misdemeanors. Upon a roll call vote, motion carried 7 to 0.

COUNCIL COMMITTEE REPORTS: None.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER: Councilmember Young began by thanking Portage Northern High School for having the Mayor and herself speak to students involved in student government. She thanked attendees from the recent tornado commemoration event on May 7. Councilmember Young spoke regarding the upcoming Citizen Advisory Board Interviews, summer road construction, and National Police Week.

Councilmember Burns acknowledged residents attending the Council meeting in connection with the new harassment ordinance. Noting the recent Committee of the Whole to review legal service firms, Councilmember Burns stated that the current City Attorney's Office had proven themselves in effectively prosecuting such matters.

Councilmember Urban had no comment.

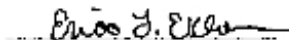
Councilmember Ledbetter expressed bitter disappointment regarding the larceny of his lawnmower from an elderly friend who was repairing it for him.

Councilmember Miller began by thanking the Parks & Recreation Department staff for their efforts with the beginning of the Farmer's Market season. She noted the new Farmer's Market is still on the way. She then acknowledged the recently retired Lieutenant Steve Clark for his years of service.

City Manager McGinnis provided updates regarding the City Administration's efforts to address citizen concerns from the prior City Council meeting regarding flooding in the Ramona Park neighborhood and apparent code violations along Shaver Road. Mayor Pro Tem Pearson did not have a comment.

Mayor Randall began by thanking the Council for its efforts in reviewing the proposed budget. She then invited the public to the opening of the East Central Trail on the Portage Bikeway, noting National Bike Safety Week and calling for awareness about non-motorized safety. Mayor Randall closed with a friendly reminder about the city's limitation on grass height.

ADJOURNMENT: Mayor Randall adjourned the meeting at 7:04 PM.


Erica L. Eklov, City Clerk

Citizen Participation Plan

A. Introduction

Citizen Participation is a critical component during the update of the 5-year Consolidated Plan, Annual Action Plan and Consolidated Annual Performance Evaluation Report (collectively referred to as the Plans) whereby residents, property owners and public/private agencies located in the City of Portage and/or serving Portage residents, are provided the opportunity to actively participate in the preparation of the Plan. The City of Portage encourages active citizen participation in conjunction with preparation of the Plans and the Community Development Block Grant Program. Public participation is encouraged through timely public notices, public hearings and publication of information related to the Plans and proposed Community Development Block Grant activities.

B. Work Plan

A work plan has been developed that engages the public at key stages during the 5-year Consolidated Plan and Annual Action Plan update process. Preparation of the Consolidated Annual Performance Evaluation Report (CAPER) is completed within 90 days following the end of each program year (which ends on June 30th). A citizen participation plan includes a public awareness campaign that informs the public they are welcome to participate in the Plan Update process. A publicized timeline and clearly established milestones help ensure transparency (refer to Table 1). As a result of the COVID-19 Pandemic all public meetings are held virtually until further notice. The public can participate remotely. If special accommodations are necessary for participation of a physically disabled (when meetings resume at Portage City Hall) or non-English speaking person in the planning process, the city will provide the appropriate accommodations.

Table 1

2021-2025 Consolidated Plan and Annual Action Plan Update Schedule										
Event	Month									
	Sep '20	Oct '20	Nov '20	Dec '20	Jan '21	Feb '21	Mar '21	Apr '21	May '21	July '21
Citizen participation plan										
Data collection										
Draft of community needs assessment										
Public notice & PORTAGER article regarding public hearing										
Public hearing on community needs assessment (2/4/21)										
Draft of Consolidated Plan/Annual Action Plan										
Provide draft of Plans to Human Services Board										
30-day public comment period and public hearing (4/1/21)										
City Council approval of Consolidated Plan/Annual Action Plan (5/11/21)										
Submit Consolidated Plan/Annual Action Plans to HUD										
Begin new grant year										

C. Citizen/Agency Engagement Efforts

The following summarizes efforts to encourage public participation in order to ensure the most complete and coordinated plan update possible:

1. A minimum of two public hearings will be held prior to the submission of the Consolidated Plan and Annual Action Plan to HUD:
 - The first virtual public hearing will be held in February and allow for comment on community development needs and housing priorities and market analysis within the City of Portage.
 - The second virtual public hearing will be held in April on the draft Consolidated Plan and/or Annual Action Plan following a 30-day public comment period.
2. Articles will be published in the Portager, a monthly newsletter published by the City of Portage, which is distributed to every active residential and business address in the City of Portage, prior to the each public hearing.
3. Public notices will be placed in the Kalamazoo Gazette prior to the public hearings.
4. A webpage dedicated to the Consolidated Plan and Annual Action Plan update will be added to the city's website.
5. Press releases will be issued and information will be posted on the City of Portage webpage.
6. Organized neighborhood watch groups will be notified.
7. Local public/private human service agencies located in Portage or that serve Portage residents will be notified and/or consulted during the Plan update process. Information concerning the City of Portage Consolidated Plan and Annual Action Plan can then also be disseminated to the people served by these agencies.
8. Local units of government will be notified and/or consulted, as needed and appropriate.
9. Opportunities to comment on the Consolidated Plan/Annual Action Plan update at a public meeting will be provided monthly during the Human Services Board meeting.

HUD requires that each community broaden public participation by reaching out to low-moderate income persons; low and moderate income neighborhoods where CDBG funds are proposed for use; minorities; non-English speaking persons; persons with disabilities; public housing residents and local/regional institutions. The efforts summarized above achieve the HUD objective and will be utilized, as appropriate, during the public hearing process involving the 5-year Consolidated Plan, Annual Action Plan and Consolidated Annual Evaluation Report.

D. Access to Information and Records, Availability to Public

Notice of availability of the draft Consolidated and Annual Action Plans will be published utilizing several methods listed in paragraph C above and distributed in various locations throughout the city including the Community Development Department, Portage Senior Center, Portage Community Center, Portage District Library, and posted to the city website. Citizens are encouraged to obtain and read the proposed Plans and submit comments on the Plans to the Community Development Department of the City of Portage. Copies of the plan will also be available in electronic format. Technical assistance will be provided to any group requesting assistance in submitting information, or a proposal for consideration from the CDBG Program, if the proposal will meet the National Objective criteria of benefiting low/moderate income persons within the City of Portage and is an eligible use of funds. Public hearings include a brief presentation of the purpose of the hearing, amount of projected funds available, proposed use of funds (if applicable), a review of accomplishments of the CDBG

Program and response to any questions that arise. All citizen comments will be recorded, and if an answer is necessary, a timely response to all requests (within 15 days) will be sent to the inquiring individual, group or agency.

E. Public Comments

All comments made in person or in writing relating to the Consolidated Plan or Community Development Block Grant program, which are received prior to the deadline for submission to the Department of Housing and Urban Development, will be officially incorporated into such documents and a response will be given to the comment within the text of the plan or report.

F. Amendments to Consolidated Plan

Prior to the submission of any substantial change in the proposed use of funds, citizens will be given notice of and an opportunity to comment on a proposed amendment to the Annual Action Plan. A substantial change involves new activities not contained in an approved plan or a change in expenditures that exceed 10% of the overall program year budget. A 30 day comment period, concluding with a public hearing will be provided to accept comments. The availability of the draft plan amendment will be noticed in the newspaper at least 30 days prior to the hearing. Subsequent to the hearing, the amended Annual Action Plan is submitted to HUD.

G. Anti-Displacement

Persons are not expected to be permanently displaced as part of the CDBG Program. Further, preference will be given to project where no permanent or temporary tenant relocation or involuntary homeowner relocation will be necessary. Any project where temporary relocation may become necessary will be at the expense of the property owner.

H. Technical Assistance

Technical assistance will be provided to any group that requests it in order to develop proposals for funding consideration during development of the Consolidated Plan or Annual Action Plan, or to any group requesting information on the Consolidated Plan and/or Consolidated Plan development process.

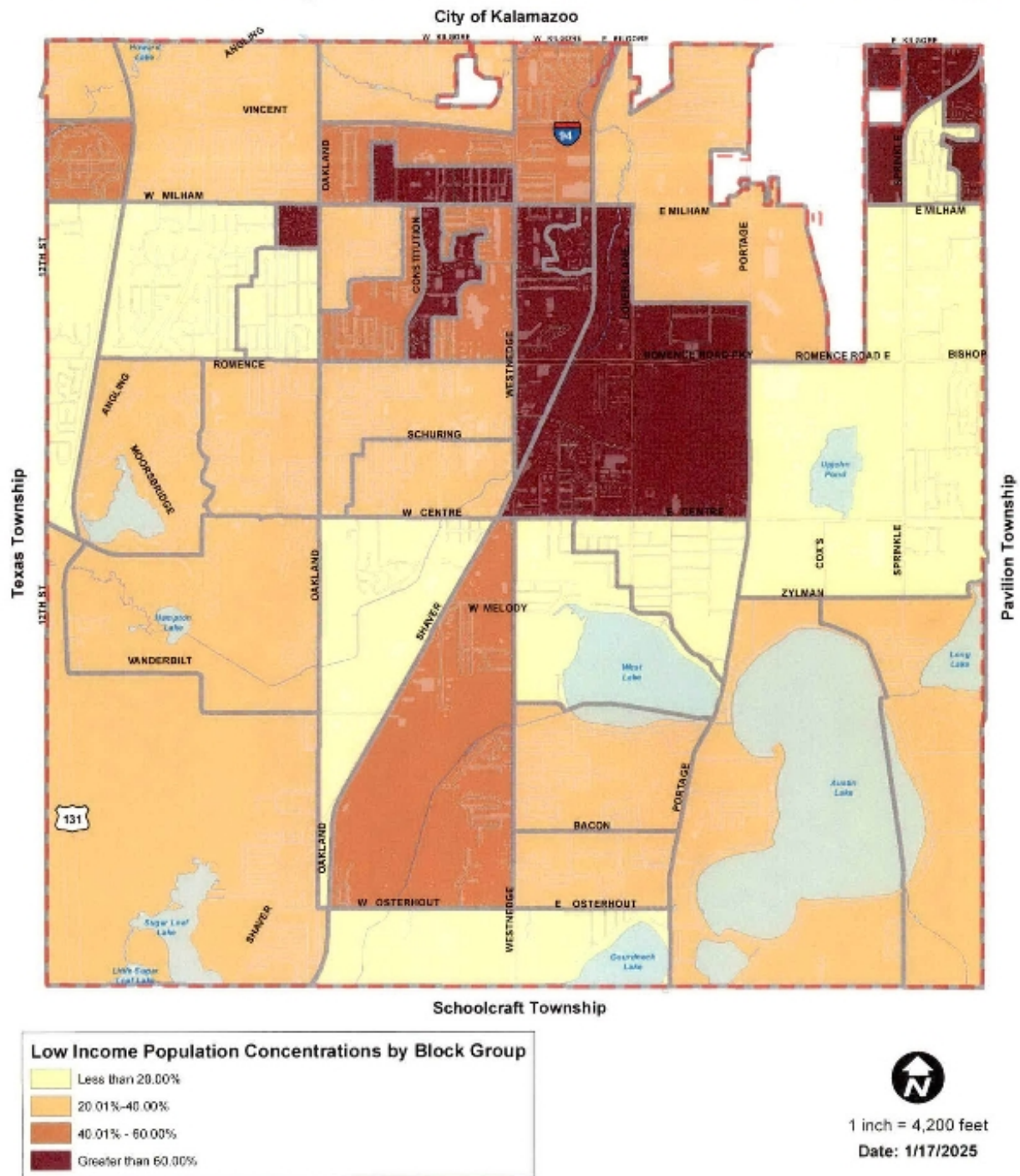
I. Complaints or Grievances

The Community Development Director or his/her designee will provide a timely written answer to written complaints or grievances within 15 working days.



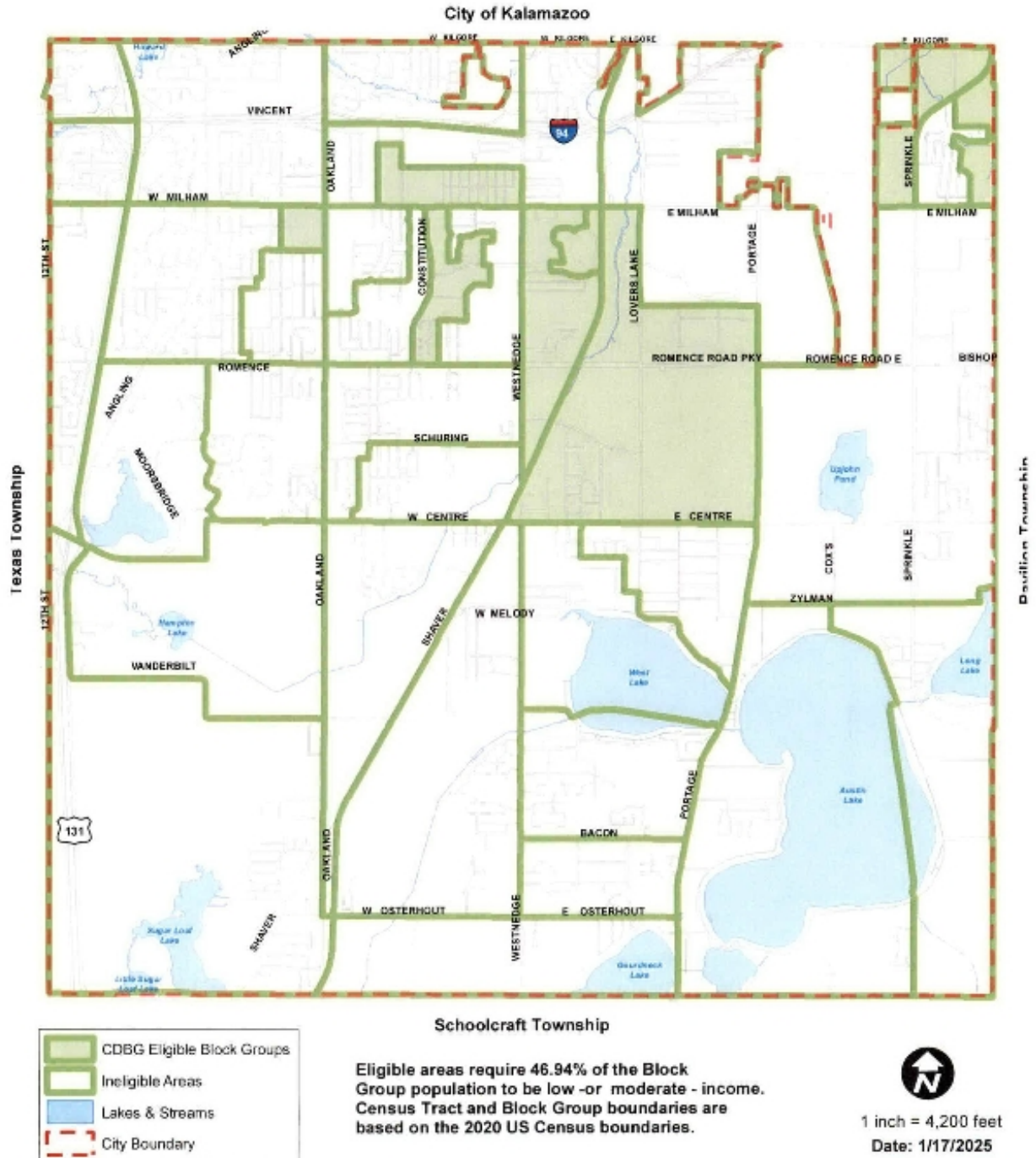
Annual Action Plan 2025

Low Income Population Concentrations by Block Group

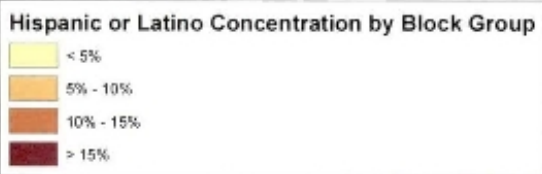
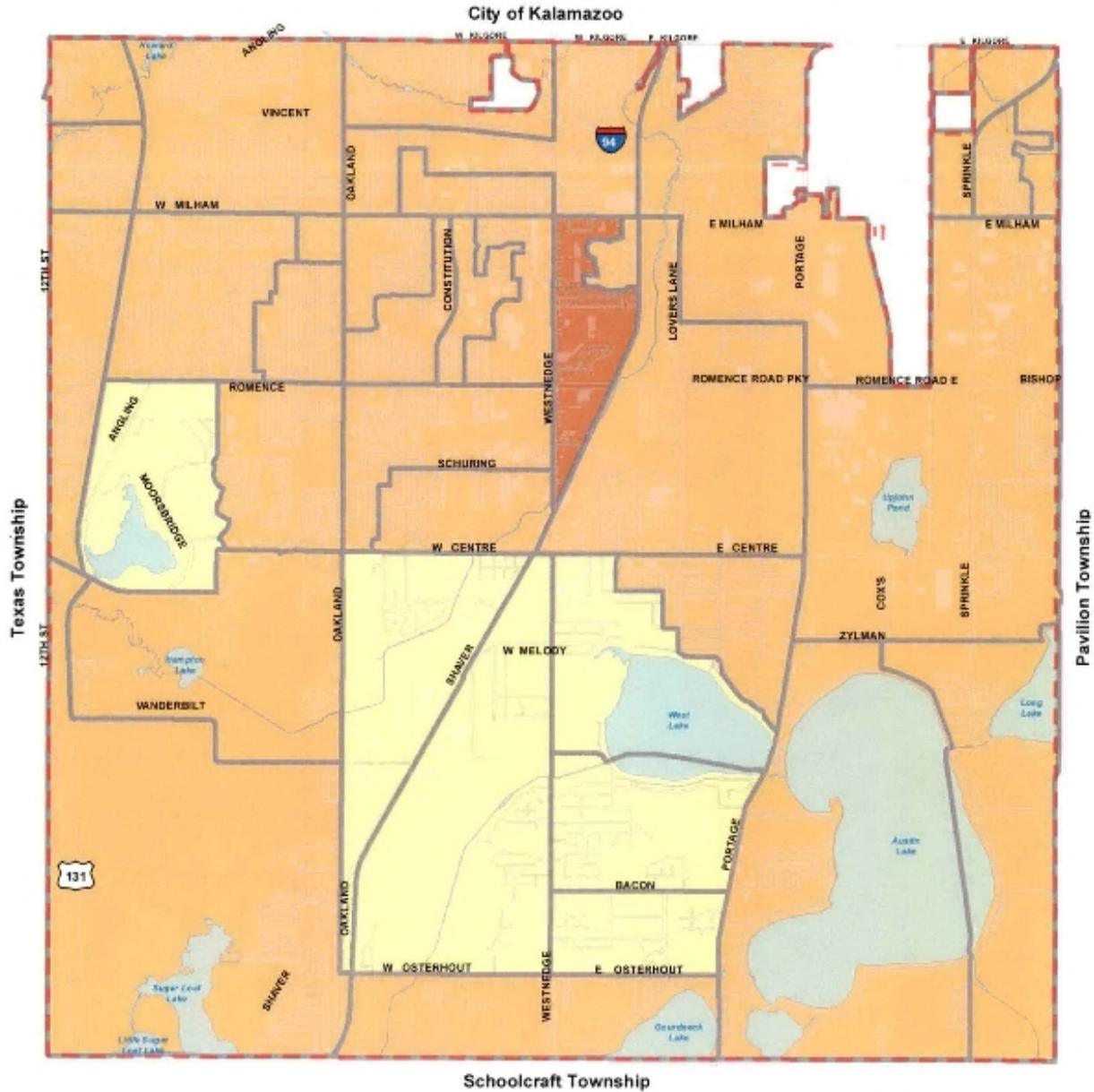


Annual Action Plan 2025

Low and Moderate Income Areas by Block Group



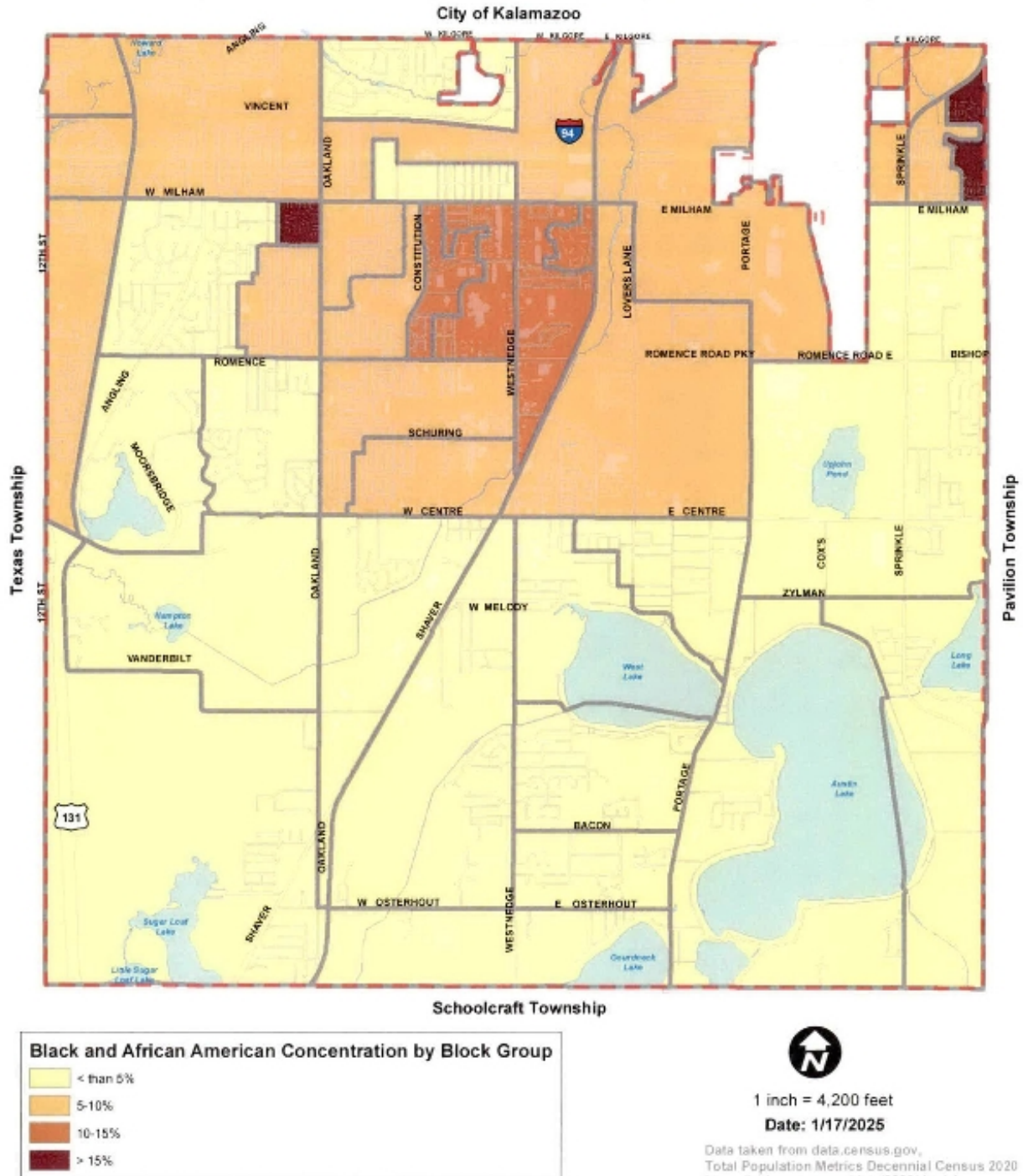
Annual Action Plan 2025 Hispanic or Latino Concentrations by Block Group



1 inch = 4,200 feet
Date: 1/17/2025

Data taken from data.census.gov,
Total Population Metrics Decennial Census 2020
<https://api.census.gov/data/2020/dec/pl>

Annual Action Plan 2025 Black & African American Population Concentrations by Block Group



Grantee SF-424's and Certification(s)

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.


Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701i) and implementing regulations at 24 CFR Part 73.



Signature of Authorized Official

5/28/2025

Date

City Manager

Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2025 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

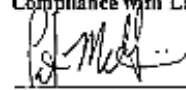
Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws – The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint – Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

5/28/2025

Date

City Manager

Title

APPENDIX TO CERTIFICATIONS


INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Application for Federal Assistance SF-424			
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	
		* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>	
* 3. Date Received: 09/13/2025		4. Applicant Identifier: B-25-WC-26-0023	
5a. Federal Entity Identifier: <input type="text"/>		5b. Federal Award Identifier: <input type="text"/>	
State Use Only:			
6. Date Received by State: <input type="text"/>		7. State Application Identifier: <input type="text"/>	
8. APPLICANT INFORMATION:			
* a. Legal Name: City of Portage			
* b. Employer/Taxpayer Identification Number (EIN/TIN): 30-006266		* c. UEI: CMPTM11K2854	
d. Address:			
* Street1:	7900 Westnedge Avenue		
Street2:	<input type="text"/>		
* City:	Portage		
County/Parish:	Kalamazoo County		
* State:	MI: Michigan		
Province:	<input type="text"/>		
* Country:	USA: UNITED STATES		
* Zip/Postal Code:	49002-5117		
e. Organizational Unit:			
Department Name:		Division Name:	
Community Development		<input type="text"/>	
f. Name and contact information of person to be contacted on matters involving this application:			
Prefix:	Mr.	* First Name:	Jonathan
Middle Name:	<input type="text"/>		
* Last Name:	Hallberg		
Suffix:	<input type="text"/>		
Title:	Deputy Director of Economic Development		
Organizational Affiliation:			
<input type="text"/>			
* Telephone Number:	268-328-4474	Fax Number:	<input type="text"/>
* Email:	jhallberg@portage1.gov		

Application for Federal Assistance SF-424		
* 8. Type of Applicant 1: Select Applicant Type:		
City or Township Government		
Type of Applicant 2: Select Applicant Type:		
Type of Applicant 3: Select Applicant Type:		
* Other (specify):		
* 10. Name of Federal Agency:		
US Department of Housing and Urban Development		
11. Catalog of Federal Domestic Assistance Number:		
14-210		
CFDA Title:		
Community Development Block Grant/Entitlement Grants - CDBG		
* 12. Funding Opportunity Number:		
B-25-MC-26-0023		
* Title:		
Community Development Block Grant/Entitlement Grants - CDBG Annual Action Plan FY 2025		
13. Competition Identification Number:		
Title:		
14. Areas Affected by Project (Cities, Counties, States, etc.):		
ASP 2024 Low and Moderate Income Areas by B	Add Attachment	Delete Attachment
		View Attachment
* 15. Descriptive Title of Applicant's Project:		
2025/2026 Annual Action Plan - Activity Submission (for the City of Portage, Kalamazoo County, MI)		
Attach supporting documents as specified in agency instructions.		
Add Attachments	Delete Attachments	View Attachments

Application for Federal Assistance SF-424	
15. Congressional Districts Of:	
* a. Applicant: <input type="text" value="MI-005"/>	* b. Program/Project: <input type="text" value="MI-006"/>
Attach an additional list of Program/Project Congressional Districts if needed.	
<input type="text"/>	<input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/>
17. Proposed Project:	
* a. Start Date: <input type="text" value="07/01/2025"/>	* b. End Date: <input type="text" value="06/30/2026"/>
18. Estimated Funding (\$):	
* a. Federal	209,140.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	50,000.00
* f. Program Income	50,000.00
* g. TOTAL	309,140.00
* 19. Is Application Subject to Review By State Under Executive Order 12372 Process? <input type="checkbox"/> a. This application was made available to the State under the Executive Order 12372 Process for review on <input type="text"/> . <input type="checkbox"/> b. Program is subject to E.O. 12372 but has not been selected by the State for review. <input checked="" type="checkbox"/> c. Program is not covered by E.O. 12372.	
* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes", provide explanation and attach <input type="text"/> <div style="text-align: right;"> <input type="button" value="Add Attachment"/> <input type="button" value="Delete Attachment"/> <input type="button" value="View Attachment"/> </div>	
21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms. If I accept an award, I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001) <input checked="" type="checkbox"/> ** I AGREE ** The list of certifications and assurances, or an Internet site where you may obtain this list, is contained in the announcement or agency specific instructions.	
Authorized Representative:	
Prefix: <input type="text" value="Mr."/>	* First Name: <input type="text" value="Patrick"/>
Middle Name: <input type="text"/>	
* Last Name: <input type="text" value="McGinnis"/>	
Suffix: <input type="text"/>	
* Title: <input type="text" value="City Manager"/>	
* Telephone Number: <input type="text" value="269-329-4400"/>	Fax Number: <input type="text" value="269-329-9246"/>
* Email: <input type="text" value="mcginnisp@portageni.gov"/>	
* Signature of Authorized Representative: 	* Date Signed: <input type="text" value="5/28/2025"/>

**Applicant and Recipient
Assurances and Certifications**

U.S. Department of Housing
and Urban Development

OMB Number 2510-0047
Expiration Date: 10/31/2025

Instructions for the HUD 424-B Assurances and Certifications

As part of your application for HUD funding, you, as the official authorized to sign on behalf of your organization or as an individual, must provide the following assurances and certifications. The Responsible Civil Rights Official has specified this form for use for purposes of general compliance with 24 CFR §§ 1.5, 3.115, 8.50, and 146.26, as applicable. The Responsible Civil Rights Official may require specific civil rights assurances to be furnished consistent with those authorities and will specify the form on which such assurances must be made. A failure to furnish or comply with the civil rights assurances contained in this form may result in the procedures to effect compliance at 24 CFR §§ 1.8, 3.115, 8.57, or 146.39.

By submitting this form, you are stating that all assertions made in this form are true, accurate, and correct.

As the duly representative of the applicant, I certify that the applicant: (Insert below the Name and title of the Authorized Representative, name of Organization and the date of signature):

*Authorized Representative Name:

Patrick McGinnis

*Title: City Manager

*Applicant/Recipient Organization:

City of Portage, Michigan

1. Has the legal authority to apply for Federal assistance, has the institutional, managerial and financial capability (including funds to pay the non-Federal share of program costs) to plan, manage and complete the program as described in the application and the governing body has duly authorized the submission of the application, including these assurances and certifications, and authorized me as the official representative of the application to act in connection with the application and to provide any additional information as may be required.

2. Will administer the grant in compliance with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000c(d)) and implementing regulations (24 CFR part 1), which provide that no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or otherwise be subject to discrimination under any program or activity that receives Federal financial assistance OR if the applicant is a Federally recognized Indian tribe or its tribally designated housing entity, is subject to the Indian Civil Rights Act (25 U.S.C. 1301-1303).

3. Will administer the grant in compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), as amended, and implementing regulations at 24 CFR part 8, the American Disabilities Act (42 U.S.C. §§ 12101 et seq.), and implementing regulations at 28 CFR part 35 or 36, as applicable, and the Age Discrimination Act of 1975 (42 U.S.C. 6101-07) as amended, and implementing regulations at 24 CFR part 146 which together provide that no person in the United States shall, on the grounds of disability or age, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity that receives Federal financial assistance; except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

4. Will comply with the Fair Housing Act (42 U.S.C. 3601-16), as amended, and the implementing regulations at 24 CFR part 100, which prohibit discrimination in housing on the basis of race, color, religion sex (including gender identity and sexual orientation), disability, familial status, or national origin and will affirmatively further fair housing; except an

applicant which is an Indian tribe or its instrumentality which is excluded by statute from coverage does not make this certification; and further except if the grant program authorizes or limits participation to designated populations, then the applicant will comply with the nondiscrimination requirements within the designated population.

5. Will comply with all applicable Federal nondiscrimination requirements, including those listed at 24 CFR §§ 5.105(a) and 5.106 as applicable.

6. Will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (42 U.S.C. 4801) and implementing regulations at 49 CFR part 24 and, as applicable, Section 104(d) of the Housing and Community Development Act of 1974 (42 U.S.C. 5304(d)) and implementing regulations at 24 CFR part 42, subpart A.

7. Will comply with the environmental requirements of the National Environmental Policy Act (42 U.S.C. 4321 et seq.) and related Federal authorities prior to the commitment or expenditure of funds for property.

8. That no Federal appropriated funds have been paid, or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or officer or employee of Congress, or an employee of a Member of Congress, in connection with the awarding of this Federal grant or its extension, renewal, amendment or modification. If funds other than Federal appropriated funds have or will be paid for influencing or attempting to influence the persons listed above, I shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying. I certify that I shall require all subgrantees at all times (including sub-grants and contracts) to similarly certify and disclose accordingly. Federally recognized Indian Tribes and tribally designated housing entities (TDHEs) established by Federally recognized Indian tribes as a result of the exercise of the tribe's sovereign power are excluded from coverage by the Byrd Amendment, but State-recognized Indian tribes and TDHEs established under State law are not excluded from the statute's coverage.

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. 552B7, 1001, 1010, 1012, 1014; 31 U.S.C. 5372b, 3802).

* Signature:

Pat McGinnis

Digitally signed by Pat McGinnis
Date: 2025.05.23 14:42:38 -0400

* Date: 05/23/2025 05:28:2025

Form HUD 424-B (1/27/2023)

Public Reporting Burden Statement: The public reporting burden for this collection of information is estimated to average 0.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to: U.S. Department of Housing and Urban Development, Office of the Chief Data Officer, R, 451 7th St SW, Room 4178, Washington, DC 20410-5000. Do not send completed HUD-424B forms to this address. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid OMB control number. The Department of Housing and Urban Development is authorized to collect this information under the authority cited in the Notice of Funding Opportunity for this grant program. The information collected provides assurances and certifications for legal requirements related to the administration of the grant program. HUD will use this information to ensure compliance of its grantees. This information is required to obtain the benefit sought in the grant program. This information will not be held confidential and may be made available to the public in accordance with the Freedom of Information Act (5 U.S.C. §552).

Form HUD 424-B (1/27/2023)