



**47240 Green Acres Road, Houghton, Michigan 49931**

**Charter Portage Township is Inviting You to a Scheduled  
2022 Year End Budgetary Zoom Meeting**

**Topic: 2022 Year End Budget Meeting**

**Date/Time: December 14, 2022 (Thursday) @ 03:00 PM Eastern Time**

**Where: Township Office Located on Green Acres Road.**

**Discussion Items:**

- >> **Review and finalize the 2022 Budget thru Mid-December.**
- >> **Review and Approve Assessor Job Description.**
- >> **Introduce and Distribute Updated "Personnel Manual".**

**Public Comments:**

**Adjourn:**

47240 Green Acres Road, Houghton, Michigan 49931

Phone: (906) 482-4310 Fax: (906) 482-4942

MI Tax Exempt Number: 38-600-6265

*The Charter Township of Portage is an Equal Opportunity Provider and Employer*