



7900 South Westnedge Avenue
Portage, Michigan 49002
www.portagemi.gov

How to Help Individuals In Need, In Crisis or Conflict

Do you know a Portage resident or other citizen that is struggling with meeting basic human needs, or someone in crisis or conflict? The City of Portage has provided annual grants for more than 20 years to human service agencies that provide housing, food and other assistance to Portage citizens in need. More recently, the City of Portage Human Services Board developed a Human Services Information & Referral Resources brochure to:

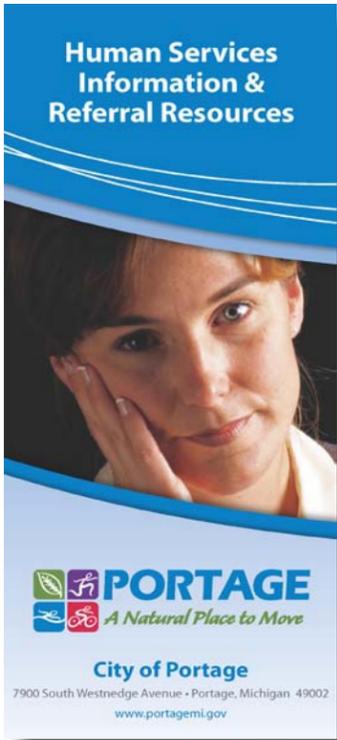
- ◆ help organizations within the community direct individuals to the services that can best meet their needs and
- ◆ guide those seeking assistance to “portals” or mainstream human service providers where information or direct assistance can be obtained.

The brochure is available at several locations including City Hall, the Portage Senior Center, the Portage District Library and the Portage

Community Center. The brochure is also available on the City of Portage website at two locations: www.portagemi.gov > Board and Commissions > Human Services Board – and – www.portagemi.gov > Departments > Community Development.

Individuals in need are also encouraged to dial 2-1-1 to reach Gryphon Place, which serves as the primary access point or “portal” to information concerning a wide range of human services available in the community. In addition, the city has had a long standing partnership with the Portage Community Center as the primary human service agency located within the city. Call 323-1942 or visit the Portage Community Center, centrally located in the city at 325 East Centre Avenue, for assistance.

For additional information, contact the Department of Community Development at 329-4477.



Need Assistance Preparing Your Home For Winter?

Fall has arrived but it's not too late to prepare your home for winter. Funding is available to assist Portage homeowners with a variety of improvements such as insulation, roof and gutters, windows and doors, furnace repair or replacement and other interior and exterior repairs.

Eligible homeowners can obtain a low interest or no interest deferred loan to complete repairs. Deferred loans do not require annual payments as long as the home is owner occupied. To qualify, household income must be at or below the income levels listed to the right.

Please call the Department of Community Development at 329-4477 for more information and an application form today.

Household Size	Maximum Income
1 person	\$33,200
2 person	\$37,950
3 person	\$42,700
4 person	\$47,400
5 person	\$51,200
6 person	\$55,000
7 person	\$58,800
8 person	\$62,600

Home Improvement Contractors Wanted

The City of Portage is seeking licensed contractors to participate in the Owner-Occupied Housing Rehabilitation Program. This program is funded by a Community Development Block Grant from the U.S. Department of Housing and Urban Development. In an effort to improve housing and neighborhoods, the city facilitates the completion of home improvements between homeowners and contractors. Licensed contractors interested in participating are encouraged to contact the Department of Community Development at 329-4477 for more information and a Contractor Registration form.

Portage Celebrates Fire Prevention Week

Fire Prevention Week is October 5 - 11, 2014! The Portage Department of Public Safety – Fire Division will visit schools to conduct puppet shows during the week and will hold an open house on Saturday, October 11 from 10 a.m. to 2 p.m. at Fire Station 1, 7830 Shaver Road. The open house will feature fire safety events and demonstrations, as well as displays of public safety equipment. Sparky and Sniffer will be on hand, along with plenty of fun activities for kids.



The theme for the 2014 Fire Prevention Week is **Working Smoke Alarms Save Lives**. The Portage Fire Division takes this opportunity to remind residents to test smoke alarms every month and change the batteries every six months. When changing the batteries, it is important to clean the smoke alarm by vacuuming or blowing compressed air over the sensor, then push the test button to ensure it functions properly. The life expectancy of a standard smoke alarm is 8-10 years, after which time it should be replaced.

Knox Box Rapid Entry Systems Not Just for Businesses Anymore

Imagine receiving a phone call from a public safety dispatcher telling you that the fire alarm in your home is sounding. Then imagine that you are 30 miles away. Do you ask the dispatcher to tell the firefighters to kick in your front door? Do you ask them to wait until you are there to unlock the front door? Neither is a great option.

The International Fire Code requires all businesses to be equipped with a Knox Box Rapid Entry System, providing firefighters entry to the building in the event of an emergency without the need to force entry and potentially damage the property. Now, the Knox Box Rapid Entry System is available for residential homes, with cost-effective purchase options.

The residential Knox Box is a high-security, UL listed key safe that only Portage firefighters can access. Emergency responders can respond quickly to an emergency or a false alarm without forcing entry by simply removing the entrance key stored inside the Knox Box. Having

access to an entry key also significantly reduces the time needed to reach a person in need of medical assistance who may not be able to open the door for a first responder.



Residential Knox Boxes can be purchased from the Knox Company at <http://www.knoxbox.com/store/Knox-Box-1650-Residential-Series.cfm>. The Portage Fire Division recommends the over-the-door models #1659 or #1651. After receiving the Knox Box, residents may take the box, along with a house key, to the Fire Station 1, where the house key will be locked inside the Knox Box. Then simply mount the box in the desired location. (Surface or recessed mounted options will require the Fire Marshal to lock the key in the box once it has been mounted on the home.) Please contact the City of Portage Fire Marshal at 329-4486 with questions or for more information.

Recycling Contributes to Preservation of the Environment

Portage citizens can have a positive impact on the planet by participating in the Curbside Recycling Program to reduce the amount of waste that ends up in landfills. Recycling can contribute enormously to preserving the environment for future generations.

Benefits of Recycling

- ♻️ Reduces the amount of waste sent to landfills and incinerators.
- ♻️ Conserves natural resources such as timber, water, and minerals.
- ♻️ Prevents pollution by reducing the need to collect new raw materials.
- ♻️ Saves energy.
- ♻️ Reduces greenhouse gas emissions that contribute to global climate change.
- ♻️ Helps sustain the environment for future generations.

City of Portage Curbside Recycling Program

The City of Portage contracts with Republic Services to collect recyclables at the curbside on a weekly basis. One 18-gallon recycling bin is provided to each household free-of-charge, which is the property of the City of Portage and must remain at the assigned address in the event of a move. Additional bins may be purchased from

Republic Services and remain the property of the resident in the event of a move. To purchase additional bins, please call Republic Services at 1-888-249-5112.

Residents may also take large quantities of recyclable materials to the Republic Services drop-off facility at 3432 Gembrit Circle, Kalamazoo (see map below).



Dual Stream Collection

The City of Portage Curbside Recycling Program is referred to as a "dual stream" collection. Glass, plastic and tin containers can be co-mingled in the recycling bin without sorting. However, all items should be rinsed and clean. Paper products, such as cardboard, newspaper and magazines should be kept together and placed to one side of the bin or positioned on top of the bin. (It is suggested that paper products be placed in a brown paper bag to

keep separated from other products.) Cardboard should be flattened or cut down to a size that does not exceed 2-ft. x 2-ft. Cardboard larger than this can potentially damage the collection equipment and may result in truck down time and route delays. The dual stream method offers the lowest risk of cross contamination of products, resulting in the majority of all items collected being accepted at the end processing facility.



The city's **Curbside Recycling Guide** provides full details on this popular program, including what materials are recyclable, the weekly collection schedule and additional information about how to prepare materials for collection. Visit www.portagemi.gov > Departments > Streets Maintenance > Curbside Recycling Program to download and print a copy of the guide. Please call the City of Portage Recycling Hotline at 329-4416 to report a missed collection or with any questions concerning the Curbside Recycling Program.

Fall Hydrant Flushing Set for Mid-October

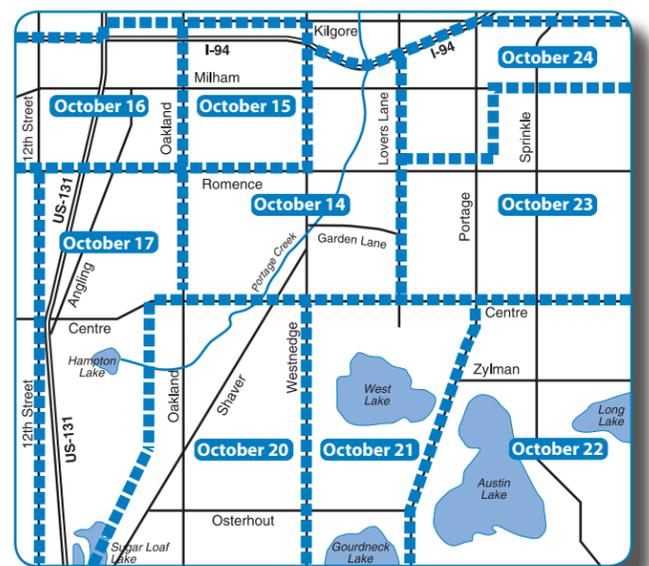
The City of Portage utility contractor United Water will conduct fire hydrant flushing from Tuesday, October 14 through Friday, October 24. The map at right indicates dates hydrant flushing will take place in each area of the city. Most hydrants will be flushed between the hours of 11 p.m. and 7:30 a.m. so as to avoid high-traffic time periods. The schedule is weather dependent and may need to be adjusted to provide the best possible results.

Hydrant flushing accomplishes important objectives for the water system, including improving water quality by removing sediment that accumulates in the water system between flushings and providing the opportunity

to test proper operation of the fire hydrants and the water pumping system.

Some water discoloration will occur during the flushing process and residents are asked to check for discoloration prior to using water for laundry or cleaning during this period of flushing. Even though water may be somewhat discolored, it is safe to drink.

During the flushing process, large quantities of water are discharged from the hydrants. Motorists are urged to be mindful of vehicles and workers engaged in this work and reduce speeds accordingly. Please call United Water at 324-9325 with any questions or concerns.



Quarterly Curbside Brush Collection Set for October

The next Quarterly Curbside Brush Collection will begin in Zone 1 on October 6, 2014. To ensure that brush is collected, residents are asked to have the materials placed at the curb by 7 a.m. on the Monday of the designated week (see map below). Materials may be placed at curbside up to, but not more than, 72 hours prior to the designated Monday. Please note that a small amount of debris may be left after the brush removal. Citizens are asked to assist with final cleanup.



Note: The Quarterly Curbside Brush Collection Program is only provided at residential properties on public streets. Collection is not be provided on private streets or for commercial establishments, churches or schools.

How should I prepare my brush?

- ◆ Brush and branches may be any length.
- ◆ Branches must be less than 3 inches in diameter.
- ◆ Please stack brush and branches in neat piles at curbside by 7 a.m. on the designated Monday; each zone will be cleared of materials by the end of the week.

What WILL NOT be collected?

- ◆ No parts of a whole tree removal with a trunk greater than 4 inches in diameter at the base of the tree, including the brush or branches from the removed tree.
- ◆ Brush or branches generated from a professional tree removal service.
- ◆ Brush or branches larger than 3 inches in diameter.
- ◆ Grass clippings, flowers, weeds and garden materials.
- ◆ Lumber, timber, building materials, railroad ties.
- ◆ Roots or tree stumps.
- ◆ Leaves (loose or bagged) or ornamental grasses.
- ◆ No bagged materials will be collected during the October brush collection.

Additional details regarding the Quarterly Curbside Brush Collection Program are located on the city website at www.portagemi.gov. Please contact the Streets & Parks Maintenance Division at 329-4444 with any questions.

Senior Center to Host Holiday Bazaar and Bake Sale

The Portage Senior Center (PSC) will host the 7th **Annual Holiday Bazaar and Bake Sale** on Saturday, November 8, from 9 a.m. to 2 p.m. This is the perfect event to find that unique, handmade gift for someone who has everything, pick up some delicious homemade baked goods or just enjoy the chance to view a nice variety of arts and crafts items. This event is free and open to the public.



The bake sale will feature breads, cookies, muffins, brownies and more. Lunch concessions will be available from the "Soup Café" from 11 a.m. to 1 p.m. All proceeds from this event will go towards the support of older adult programs at the PSC. The PSC is located at 320 Library Lane. For more information, please call 329-4555.

2014 Neighborhood Fall Leaf Pickup Schedule

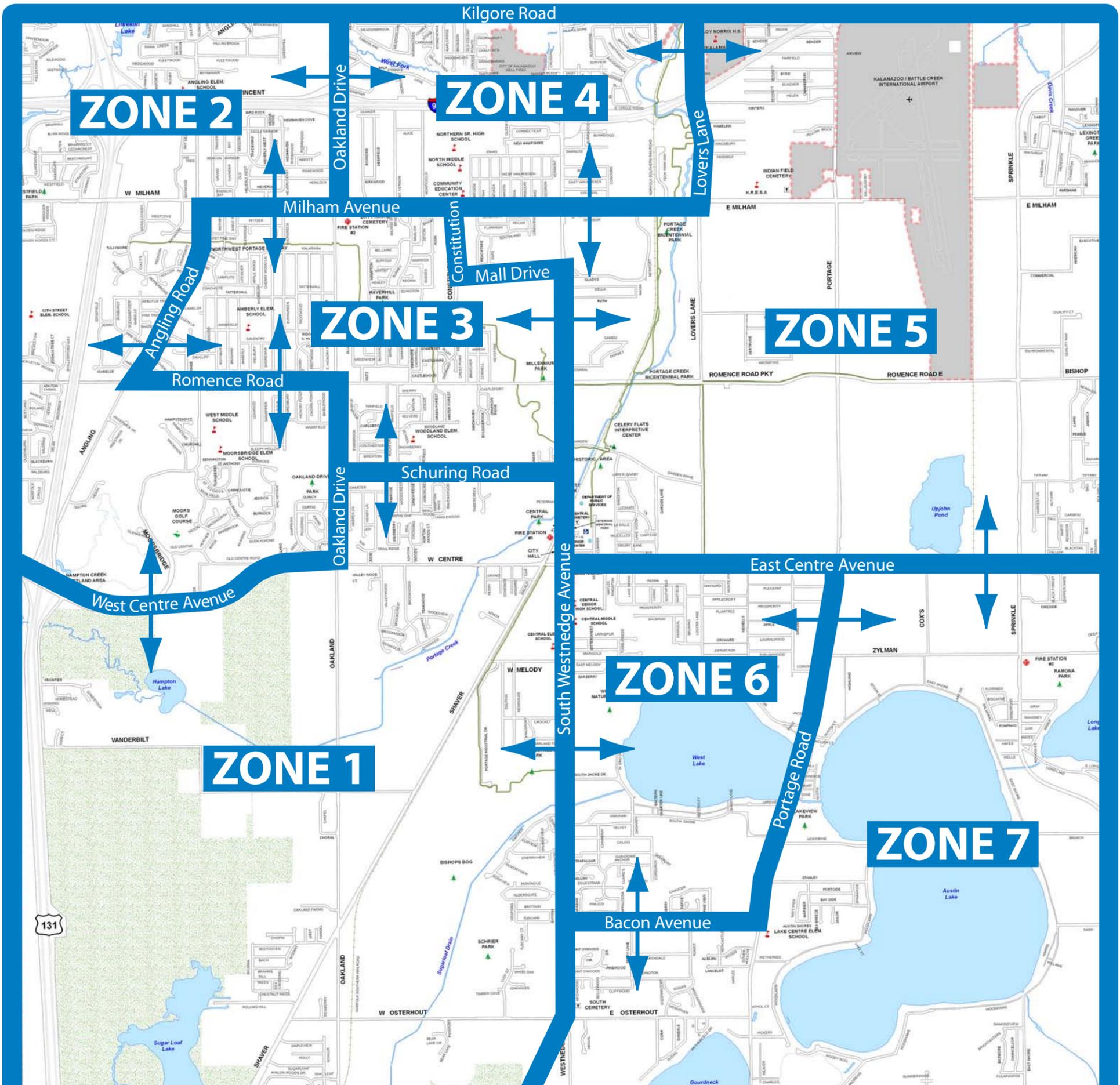
October 27 through December 4, 2014

Please review the program requirements carefully and save this information for future reference. Information is also available on the city website at www.portagemi.gov – click on the fall leaf pickup icon. **ONLY loose leaves or leaves bagged in biodegradable paper yard waste bags will be collected.**

- ◆ Leaf collection will occur three times in each neighborhood zone until prohibited by weather. Residents are asked to place leaves at the curb by 7 a.m. on each of the three collection dates shown to the right.
- ◆ **For the safety of the public, please do not put leaves in the street more than three days prior to your scheduled collection.**
- ◆ Leaves should be raked off the grass and into the street or bagged in biodegradable paper yard waste bags and placed next to the curb as close to the street edge as possible so as to not obstruct traffic. Equipment may damage lawns if leaves are left in grass areas or ditches.
- ◆ The Fall Leaf Pickup Program is **separate** from the Quarterly Curbside Brush Collection Program (see page 2 for details). Please ensure that brush and leaf piles are placed in separate locations at the curb.
- ◆ Leaves in plastic bags (including biodegradable plastic bags) **will not** be collected.
- ◆ Streets will be swept following each neighborhood collection, weather permitting.
- ◆ Leaf collection is **not** performed on private streets or for commercial establishments, churches or schools. The Fall Leaf Pickup Program is only provided at residential properties on public streets.

- ◆ The Portage Code of Ordinances (Chapter 66, Article 1, Section 66-2) prohibits residents from having basketball stands in the city right-of-way. Likewise, during trash and recycling removal days, citizens are requested to keep their containers on the curb versus on the actual roadway. These items impede safe leaf collection operations and can result in damage to city equipment and personal property.
- ◆ If weather prohibits raking of leaves, the city offers a spring bagged leaf pickup in April 2015, along with the scheduled brush pickup.

Zone	1st Collection	2nd Collection	3rd Collection
1	Monday, October 27	Monday, November 10	Monday, November 24
2	Tuesday, October 28	Tuesday, November 11	Tuesday, November 25
3	Wednesday, October 29	Wednesday, November 12	Wednesday, November 26
4	Thursday, October 30	Thursday, November 13	Monday, December 1
5	Friday, October 31	Friday, November 14	Tuesday, December 2
6	Monday, November 3	Monday, November 17	Wednesday, December 3
7	Tuesday, November 4	Tuesday, November 18	Thursday, December 4



Burning of leaves and brush is banned in the City of Portage! There is NO burn period.
Questions? Call the Department of Parks, Recreation and Public Services at 329-4444 or go online at www.portagemi.gov.

City Looking for On-Call Firefighters



The City of Portage is seeking qualified candidates for the paid position of On-Call Firefighter. Successful candidates must hold State of Michigan certifications of Firefighter I, Firefighter II and Medical First Responder and must pass a written test, physical agility test, background investigation and post-offer physical examination. Some residency requirements apply. A fully-trained on-call firefighter will receive \$16 per hour. Qualified candidates are asked to submit an application to Employee Development, City of Portage, 7900 South Westnedge Avenue, Portage, Michigan, 49002 or online at www.portagemi.gov. Interested candidates are asked to call the Department of Employee Development for further information at 329-4533.

The City of Portage is an Equal Opportunity Employer.

November 4, 2014 General Election Reminders

The Office of the City Clerk is currently preparing for the General Election to be held on Tuesday, November 4, 2014. Polls will be open from 7 a.m. until 8 p.m. The General Election ballot will include a variety of partisan offices at the federal, state and local levels. In addition, voters will elect a variety of judges along with selecting candidates for the Kalamazoo Valley Community College Board of Trustees, local school boards and local library boards. Finally, many will be asked to vote on local school proposals and all voters will have the opportunity to vote on statewide proposals. Voters may preview the November 4, 2014 General Election ballot by visiting www.michigan.gov/vote.

Absentee Voting Information

Absentee voter ballot applications can be obtained by contacting the Office of the City Clerk at 329-4511, by visiting the Office of the City Clerk in person or by visiting the Secretary of State website at www.michigan.gov/vote and downloading an application. A completed application or written request accompanied by a signature is necessary before an absentee ballot can be issued. All absentee ballots must be returned to the City Clerk by 8 p.m. on November 4, 2014 (election day) in order to be counted.

Voting Precinct Relocation Reminder

In 2013, most school-based precincts were relocated in an effort to promote school safety by moving voting locations away from students. In addition, several other voting locations were changed for increased election efficiency. In order to inform voters of the precinct changes, new voter identification cards were mailed to affected voters in 2013. The mailing also included an explanation of the change along with a map directing voters to their voting location. Additionally, a detailed article regarding the changes was included in the August 2014 Portager. A notice will be posted at all the former voting precincts to indicate the new voting location. Voters may visit www.michigan.gov/vote or call the Office of the City Clerk at 329-4511 to determine the appropriate voting location.

Please note that residents who typically vote at Golden Tree Apartments, the Portage Senior Center, KRESA, St. Catherine of Siena Catholic Church, the Stable at Portage Central High School or Pathfinder Church will continue to vote at those locations.

New Look for Utility Bills



Portage residents will notice a new look and format of city water/sewer bills in November, thanks to a new software system being used by the city. The software will generate a more reader-friendly statement that provides more information about usage and charges. Residents are advised that payments made at the Treasury counter in City Hall between October 14 - 17 will be processed manually and entered in the new system following final installation and testing on October 20, 2014.



7900 South Westnedge Avenue
Portage, Michigan 49002-5160

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City Closings

Non-emergency city offices will be closed in observance of the following holidays:

Thanksgiving

Thursday, November 27, 2014
Friday, November 28, 2014

The next edition of the **Portager** will be published in December 2014.

Visit www.portagemi.gov to view current news and event listings.

Portage City Council

Portage City Council meetings are held on Tuesday evenings at Portage City Hall (7900 South Westnedge Avenue) in Council Chambers at 7:30 p.m. and are open to the public.

The City Manager is responsible for the day-to-day operations of the city. Citizens are encouraged to contact the City Administration with concerns or complaints about city services by calling Complaint Resolution at (269) 329-4404 or by visiting www.portagemi.gov > Report It!



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Televised City Meetings

All City of Portage City Council, Planning Commission and Zoning Board of Appeals meetings can be viewed live on channel 190. AT&T U-Verse customers can access the City of Portage government meetings on channel 99 and then follow the prompts to access the various meetings.

October

2	7:00 p.m.	Planning Commission Meeting
7	7:30 p.m.	City Council Meeting
13	7:00 p.m.	Zoning Board of Appeals Meeting
16	7:00 p.m.	Planning Commission Meeting
21	7:30 p.m.	City Council Meeting

November

6	7:00 p.m.	Planning Commission Meeting
4	7:30 p.m.	City Council Meeting
10	7:00 p.m.	Zoning Board of Appeals Meeting
18	7:30 p.m.	City Council Meeting
20	7:00 p.m.	Planning Commission Meeting

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