



7900 South Westnedge Avenue  
Portage, Michigan 49002  
www.portagemi.gov  
(269) 329-4400

## 2015 Construction Season to Include Big Project on South Westnedge Avenue

The 2015 construction season is right around the corner and several major projects are planned as part of the 2014-2015 Capital Improvement Program. The 2015 Major Street Reconstruction Program involves the reconstruction of major streets that were previously strip paved or where a greater level of sub-base and pavement rehabilitation are required to ensure long-term functionality.

### South Westnedge Avenue Reconstruction

This major project will include installation of new water mains and traffic signals, in addition to pavement milling and resurfacing from Mall Drive to Dawnlee Avenue. The project will involve traffic shifts and lane restrictions on South Westnedge Avenue throughout the duration of the project, which is expected to run from May through mid-September.



### Oakland Drive Reconstruction

Widening of the right-turn lane at Kilgore Road will allow for improvement to the bike lanes at this location. The project also involves the rehabilitation of a culvert and pavement milling and resurfacing from Vincent Avenue to Kilgore Road. The expected construction schedule is April through June.

### Osterhout Avenue Reconstruction

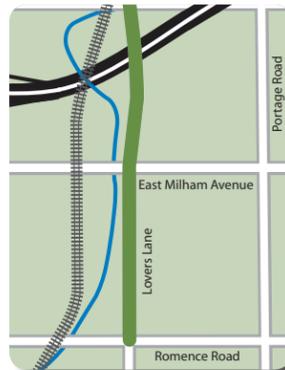
Sanitary sewer will be installed from Lloy Street to South Westnedge Avenue as part of this project. Additional improvements include the widening of the bike lane, replacement of the railroad crossing and pavement resurfacing from Shaver Road to South Westnedge Avenue. This project will include an approximate three-week road closure for installation of sanitary sewer and railroad crossing equipment. Work is expected to begin in July and conclude in October.



In addition to the 2015 Major Street Reconstruction Program, several other projects are planned for the 2015 construction season:

### Lovers Lane Traffic Signal Interconnection

As traffic flow on Lovers Lane continues to increase, a traffic signal interconnection project is planned for the fall season with completion in December. The project involves new traffic signal hardware to improve coordination of the signal controllers and traffic progression along the Lovers Lane corridor between East Kilgore Road and Romence Road.



### Pine View Drive Sanitary Sewer

The focus for this project will be installation of sanitary sewer and pavement resurfacing between Chaucer Street and Bacon Avenue. The project is expected to start in June and be completed in August.

### Local Street Reconstruction Project

The Local Street Reconstruction Project will involve curb and sidewalk extensions and repairs, drainage improvements and pavement milling and resurfacing on targeted local streets throughout the city. Work will begin in April and run through September.



**SIGN UP TO RECEIVE CONSTRUCTION PROJECT UPDATES!**

- ◆ Visit [www.portagemi.gov](http://www.portagemi.gov) and click on the **PORTAGE ALERT** icon.
- ◆ Click *Sign Me Up* then create an account.
- ◆ Once logged in, select *Manage Subscriptions*, click *Expand All* and select *Road Construction Project Updates* under PORTAGE DPS.

Questions about **PORTAGE ALERT**? Call 329-4405.

## Online Cemetery Records Lookup, MI.Portage App, Examples of Several New Online Services

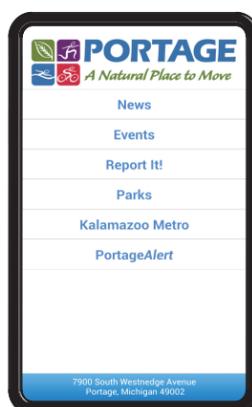
The Office of the City Clerk announced recently that Portage cemetery records are now searchable online. Searchable information includes burial and ownership records of cemetery plots for all four City of Portage cemeteries (Dry Prairie, Indian Fields, Central and South).

“The availability of online cemetery records will be of tremendous benefit to genealogy buffs and city residents,” said Deputy City Clerk, Adam Herring. “The Office of the City Clerk is pleased to be able to offer this new service to the community.”

The Cemetery Records Lookup application is one of several online services recently launched by the city to improve and enhance community engagement, information sharing and customer service. The most recent online services include the City of Portage mobile app, MI.Portage, available at the Apple Store and Google Play store has been updated with new features that may be of interest to you. With MI.Portage, mobile users can connect with the city in a number of ways:

- ◆ View city news and events
- ◆ Look up parks information and locations
- ◆ Report a concern (potholes, streetlight outages, etc.) with the Report It! tool
- ◆ Track Kalamazoo Metro Transit buses and bus stop arrival times
- ◆ Receive emergency and community outreach notifications with the **PORTAGE ALERT** system
- ◆ Connect to the city website – [www.portagemi.gov](http://www.portagemi.gov)

MI.Portage is a great way to connect with the city. Best of all, MI.Portage is free. The app is designed for smart phones only and will not currently work on tablet devices. If you would like to see other features on the MI.Portage app, please send an email to [webmaster@portagemi.gov](mailto:webmaster@portagemi.gov).



## Please Keep Sidewalks Free of Snow and Ice

Since spring weather hasn't quite arrived in Portage, the city reminds residents and businesses that city ordinance requires property owners and occupants with public sidewalks adjacent to their properties to clear the sidewalks within 24 hours of a snowfall and within 12 hours when ice has formed on the sidewalks. Enforcement action for those not in compliance with this city ordinance could involve the assessment of fines. Your cooperation in keeping sidewalks on major roadways and neighborhood streets clear for use by pedestrians and school children is appreciated!



The Portage Fire Division asks residents to also clear snow away from any fire hydrants on or adjacent to their property. Should there be a fire nearby, it is imperative firefighters have clear access to fire hydrants so that fire hoses can be immediately attached and used to fight the fire. Your assistance in clearing snow away from fire hydrants will make a big difference in how quickly a fire can be extinguished.

# Police School Liaison Officer Program

## A Successful Partnership with Portage Public Schools

In 1986, the City of Portage, concerned with youth and families in the community, formed a Task Force to study the primary problems facing Portage families. With assistance from the Portage Public Schools Board of Education, the task force completed a year-long study and identified several priorities, including substance abuse, child abuse and neglect and youth crime.

The task force developed a number of recommendations to meet these priorities, including the appointment of a Portage Police Department Youth Officer to focus on a direct working relationship with the school system. This led to the launch of the Police School Liaison Officer (PSLO) program in 1988 and the full-time assignment of an officer to the two Portage high schools. The City of Portage and Portage Public Schools provided program funding jointly. Portage Police Officer Larry Knapp was selected as the first PSLO and served both Portage Northern and Portage Central high schools in several capacities:

- ◆ As an instructor in a number of classes to speak on substance abuse, traffic safety, crime reporting, etc.
- ◆ As an additional resource to the school counseling staff
- ◆ As a resource to parents, students and teachers
- ◆ As an investigator of complaints of criminal activity
- ◆ To provide security and crowd control at school events

The program proved to be immensely successful and in 1994, a second officer was added, with one officer assigned to each high school and active in the middle and elementary schools as well. Today, officers are selected jointly by the Department of Public Safety and Portage Public Schools and are appointed to a three-year term. Now the officers are considered School Resource Officers (SRO).

One early change to the program involved the appearance of the SRO. Initially, the officer dressed in plain clothes and did not have the outward appearance of a police officer. Soon after the program began, however, it was apparent that the appearance of an officer in full police uniform was perceived in a positive way, rather than an indication that there were problems in the school.

Improvements in technology over the past quarter century have changed the way the world operates. This is true for community policing as well. An added element of the SRO program involves the use of social media to monitor for potential unlawful activity, but also communicate with the school community. In addition to instruction about substance abuse, traffic safety and crime reporting, SROs now teach students about the appropriate use of social media.

SRO Ronald Clark currently serves Portage Northern High School, Portage Community High School, North Middle School and 12th Street, Angling, Amberly and Haverhill elementaries. "Officer Clark is an instrumental part of our administrative team," stated Northern Principal, Jim French. "He is a fantastic team player who works extremely hard to help kids. We are fortunate to have him here at NHS!"



Portage Central High School is served by SRO Andrea Elbert, in addition to Central and West middle schools and Central, Moorsbridge, Woodland and Lake Center elementaries. Central Principal, Eric Alburus commented, "We have been so fortunate to work with incredible SROs for the past 27 years. They have developed strong and positive relationships with our kids and they help us maintain a safe and secure environment."

The successful partnership between the Portage Department of Public Safety and Portage Public Schools has proven to be a tremendous benefit to the community. "Because of this excellent relationship between law enforcement and our schools, we are able to maintain an environment of safety and one that is conducive to learning," said Public Safety Director Richard White. "I can't imagine providing law enforcement service to our community without this program."

## 2015 Spring & Summer Employment Opportunities

The City of Portage is an award-winning, recognized leader for its parks and recreational facilities. We welcome you to become a part of our team this season and experience the quality of life that attracts people throughout the State of Michigan.

### Seasonal Laborers – Pay Rate: \$10.00 Per Hour

General park maintenance including mowing, trimming, trash pick-up, minor repairs and athletic field preparation are duties of Seasonal Laborers. You must be able to frequently lift and / or move up to 50 pounds and occasionally lift and / or move up to 100 pounds and work outside in adverse weather conditions. Prior parks or grounds experience is helpful. Applicants must be at least 18 years of age with a valid Michigan driver license and a good driving record and must be available full-time on Monday through Friday (day shift) with occasional weekends.



### Lifeguards/Senior Lifeguards – Pay Rate: \$9 - \$9.50 Per Hour

Lifeguards and Senior Lifeguards monitor beach activities, perform facility and beach maintenance and sell vehicle permits at Ramona Park. Previous lifeguard experience and Red Cross certification is preferred. Successful applicants must be strong swimmers and successfully complete the mandatory training program held in early May. The beach season runs mid-May through Labor Day. Hours and shifts vary; however, applicants must be available through Labor Day, including weekends and holidays.

### Ramona Park Supervisors – Pay Rate: \$10.25 Per Hour

Park supervisors manage lifeguard staff, scheduling and training sessions perform lifeguard duties and offer customer service to park patrons. Prior lifeguard experience is required, with prior supervisory lifeguard experience and Red Cross certification preferred. Successful applicants will be strong swimmers and successfully complete the mandatory training program held in early May. The beach season runs mid-May through Labor Day. Hours and shifts vary; however, applicants must be available through Labor Day, including weekends and holidays.



Interested candidates may submit an application to the City of Portage, Department of Employee Development, 7900 S. Westnedge Avenue, Portage, MI 49002 or apply on-line at [www.portagemi.gov](http://www.portagemi.gov). For further information, call the Department of Employee Development at 329-4533.

**The City of Portage is an Equal Opportunity Employer**

## Board & Commission Spotlight

### Historic District Commission

The Portage Historic District Commission is a nine-member citizen board created in 1990 by the City Council to oversee the 40 properties designated as the Portage Historic District. With membership including at least one registered architect and one historic property owner, the Commission reviews proposed exterior changes of properties within the District. The District includes sites such as Stuart Manor, the Grain Elevator and the District 8 Schoolhouse at Celery Flats, as well as the Beacon Club on Portage Road and the VanRiper Homestead on West Milham, to name a few.

The Commission is governed by the city's historic preservation ordinance, under Public Act 169, as a public necessity to safeguard the heritage of Portage by preserving sites which reflect elements of the cultural, social, economic, political or architectural history of the city. The District is also designed to bolster the property values of such sites, promote ongoing maintenance of the assets in the District, and promote a sense of place through local history education. While most historic districts consist of contiguous properties, the Portage Historic District is non-contiguous with sites spread throughout the city, reflecting Portage's rural heritage.

The Commission plans to spend the coming year focusing efforts on strengthening public education and awareness. As a rural District, there are many properties with surviving barns and outbuildings the Commission would like to showcase before the public. As ownership begins to renew in the District, the Commission will also be working to attract interested buyers, promoting the advantages and exploring potential incentives within the District.

Questions about the Historic District Commission or the Portage Historic District can be directed to 329-4400.

The City of Portage Annual Spring Cleanup program includes **separate dates** for the collection of **brush and bagged leaves** and **household materials**. The Brush and Bagged Leaf collection is detailed on this page, while the collection of household materials is detailed on the next page. Please contact the Streets and Parks Maintenance Division at 329-4444 or visit the city website at [www.portagemi.gov](http://www.portagemi.gov) for further information.

## Brush and Bagged Leaf Collection

## April 6 – May 1

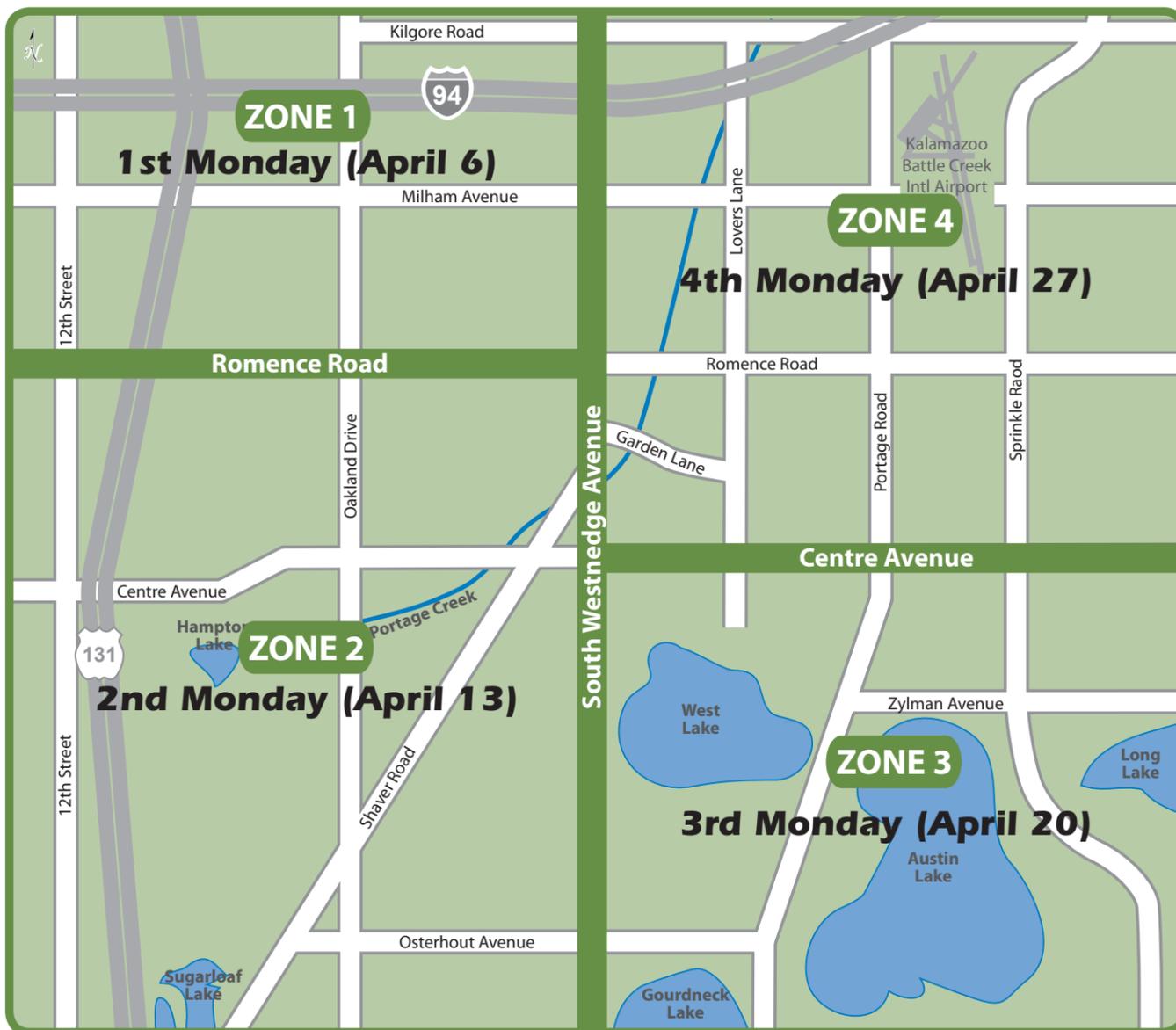
Bagged leaves, including ornamental grasses, will be collected in **April** as part of the Quarterly Curbside Brush Collection program. The map below indicates when materials may be placed at the curb. All materials should be at curbside no later than 7 a.m., **but not more than 72 hours prior to your designated Monday**. Residents are reminded that materials may not be collected on Monday; however, each zone will be cleared of materials by the end of the designated week.

### How should I prepare my brush/leaves?

- ◆ Branches 4 feet in length or longer are preferred
- ◆ Branches must be less than 3 inches in diameter
- ◆ Stack in neat piles at curbside
- ◆ Do not cut up Christmas trees
- ◆ Leaves and ornamental grasses must be in biodegradable paper bags (see details at bottom of page)

### What will NOT be collected?

- ◆ Brush/branches generated from the removal of a tree which is greater than 4 inches in diameter at its trunk
- ◆ No parts of a whole tree removal will be collected, including brush/branches from the tree
- ◆ Brush/branches generated from a professional tree removal service
- ◆ Grass clippings, flowers, weeds, garden materials
- ◆ Firewood
- ◆ Lumber/timber/building materials/railroad ties
- ◆ Roots or tree stumps
- ◆ Loose leaves
- ◆ Leaves bagged in plastic bags



## Portage Recycles!

**All leaves must be placed in biodegradable paper bags for the 2015 Bagged Leaf Collection. Leaves in plastic bags will not be collected!**

The City of Portage requires the use of biodegradable paper bags for the Bagged Leaf Collection. Biodegradable paper bags decompose with exposure to the elements, allowing for total recycling of both the bag and the leaves packed inside. Composting, an organic process in which exposure to the atmosphere and moisture is necessary, cannot be accomplished with plastic bags. In addition, leaves in plastic bags cannot be deposited in landfills due to federal laws prohibiting recyclable yard waste in landfills. **The use of plastic bags or decomposing plastic bags for the 2015 Bagged Leaf Collection is prohibited.**

Biodegradable paper bags are easy to fill. They are designed to self-stand, accept both dry and moist leaves and are less likely to break open. **Please limit bag contents to 50 pounds or less.** Biodegradable paper bags are available in the lawn and garden departments of most major household/grocery retail outlets, home improvement centers, nurseries and hardware stores. Certain major retail outlet centers participate with the city in this total recycling program by offering discount coupons for the purchase of biodegradable paper bags. See coupons at right redeemable at various local stores.



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### 25¢ OFF

FIVE PACK - KRAFT BIODEGRADABLE YARD WASTE BAGS



PLU #700

**COUPON EXPIRES 5/1/15**  
OFFER GOOD ONLY AT SOUTH WESTNEDGE AVENUE STORE.

### 25¢ OFF

FIVE PACK - KRAFT BIODEGRADABLE YARD WASTE BAGS



SKU #407266

**COUPON EXPIRES 5/1/15**  
OFFER GOOD ONLY AT SOUTH WESTNEDGE AVENUE STORE.

### 25¢ OFF

FIVE PACK - BIODEGRADABLE YARD WASTE BAGS



Item # 127552

**COUPON EXPIRES 5/1/15**  
OFFER GOOD ONLY AT SOUTH WESTNEDGE AVENUE AND SHAVER ROAD STORES.

### 25¢ OFF

FIVE PACK - BIODEGRADABLE YARD WASTE BAGS



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**\$6.99**  
for 15 Bags!



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Your local family-owned hardware store!



**COUPON EXPIRES 5/1/15**  
OFFER GOOD ONLY AT SHAVER ROAD STORE.

### 25¢ OFF

FIVE PACK - KRAFT BIODEGRADABLE YARD WASTE BAGS



ALWAYS LOW PRICES.



SKU #7959439724

# Spring Cleanup

# April 20 – May 21

Each spring, the City of Portage conducts the Spring Cleanup Program, giving residents the opportunity to reduce household clutter and get rid of unwanted household materials by placing them at curbside for pickup. This year the program will run from April 20 to May 21.

The map below indicates the scheduled pickup date for each neighborhood. Arrows on the map show which side of the street will be picked up when a boundary line falls between different dates. Collection dates are also available at [www.portagemi.gov](http://www.portagemi.gov). Neighborhood collection occurs only once during the Spring Cleanup Program, so it is important to place items at the curb by 7 a.m. on your scheduled pickup date! **Materials may be placed at curbside up to three days prior to your scheduled pickup date.**

The Spring Cleanup Program does not take place at apartment complexes or manufactured home communities.

**Don't forget about recycling!** The city recycles a substantial amount of metal collected during the Spring Cleanup Program. Citizens are encouraged to recycle items such as plastic, glass, paper and cardboard by taking part in the weekly Curbside Recycling Program. Recycling is also available at the Republic Services drop-off facility at 3432 Gembrit Circle (just off Cork Street), Monday - Friday, 7 a.m. to 5 p.m. and Saturday, 8 a.m. to 12 noon.

## Reminders . . .

- ◆ The City of Portage has no responsibility for items removed from the curbside by private parties.
- ◆ Materials may be placed at curbside up to 3 days prior to pickup date.
- ◆ Collection will occur only once in each zone.
- ◆ All items at the curb will be collected – please watch children's toys.
- ◆ Please separate trash from metals at the curb.

## What Items WILL Be Collected?

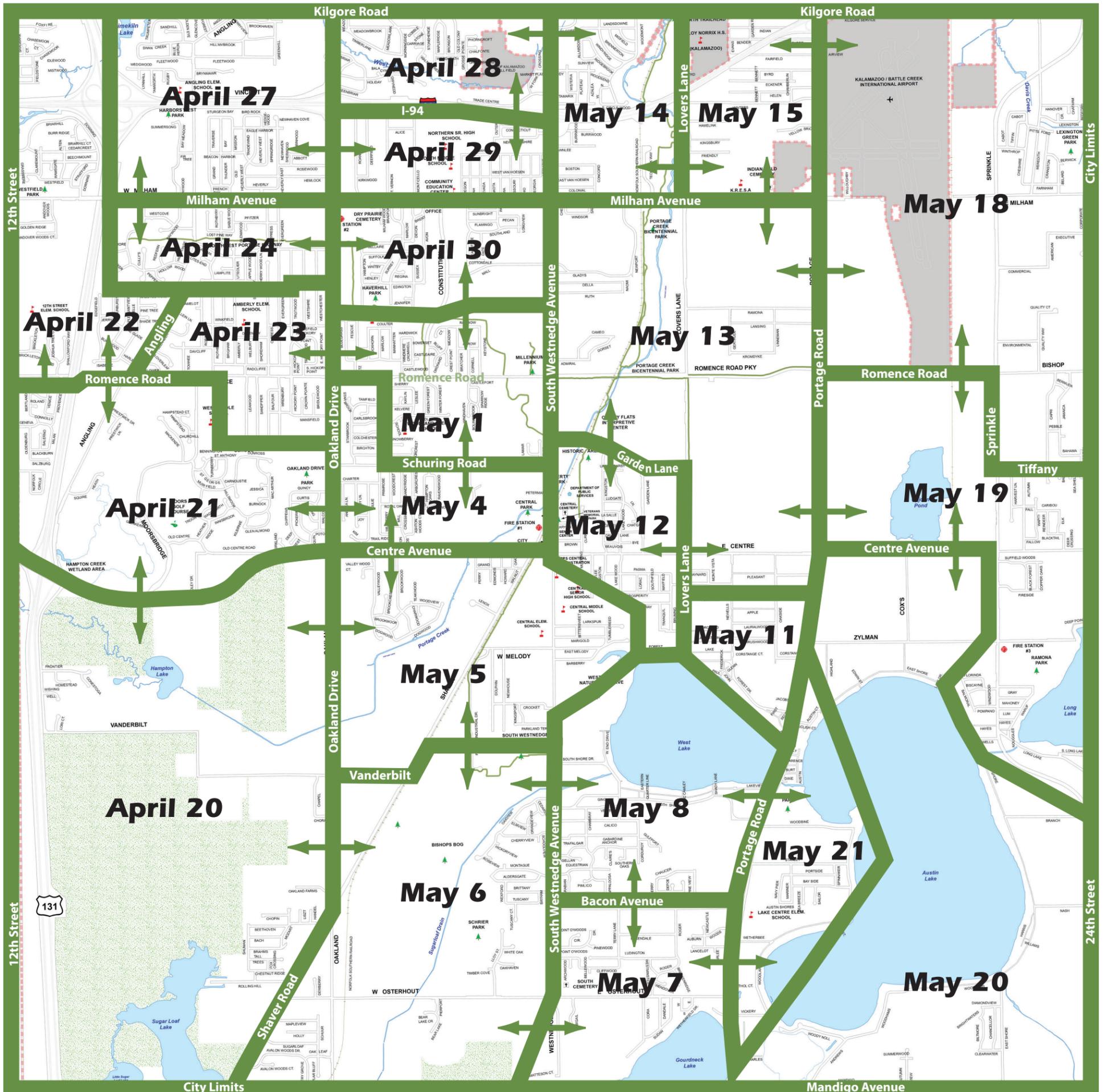
- ◆ Bed springs and mattresses.
- ◆ Metal – piled separately – will be collected.
- ◆ Old appliances, including washers, dryers, stoves, TVs and hot water heaters will be collected.
- ◆ Lawn/yard equipment must be drained of oil and fuel.
- ◆ Other items must be bundled, bagged or boxed. Each package should weigh less than 50 lbs.

## What Items WILL NOT Be Collected?

- ◆ Animal waste
- ◆ Brush or leaves (see reverse page)
- ◆ Household garbage
- ◆ Gas or fuel containers
- ◆ Large auto parts
- ◆ Paint and chemicals
- ◆ Railroad ties
- ◆ Computers and monitors
- ◆ Tires
- ◆ Sand, gravel or sod
- ◆ Broken concrete
- ◆ Scrap building materials from demolition, new construction or remodeling
- ◆ Refrigerators, air conditioners and dehumidifiers

It is the responsibility of Portage residents to dispose of the above materials properly. The City of Portage participates in the Kalamazoo County Household Hazardous Waste (HHW) Program. Residents are encouraged to call the HHW Hotline at 373-5211 for information regarding hazardous waste drop-off disposal.

If you have any questions about the scheduled pickup date for your neighborhood, or need information regarding materials and preparation for the program, please call the Streets & Parks Maintenance Division at 329-4444.  
**2015 Spring Cleanup information is also available online at [www.portagemi.gov](http://www.portagemi.gov).**





The deadline for entries for the 2015 Recycled Art in the Park contest sponsored by the Portage Park Board is March 20, 2015! Use materials that would normally be thrown away to give new life to your own original work of art! Contest participants will be limited to the first 30 entries. The Recycled Art in the Park event will be held May 16 - 23 at Celery Flats and the art will be displayed outside for public viewing.

This is a non-juried art show created as a venue for artists to express their creativity and create public awareness on recycling. Public voting and judging will be conducted with prizes awarded in a variety of categories including \$1,000 for First Place; \$750 for Second Place; \$500 for Third Place; \$500 for Sponsors Choice and \$500 for Public Choice. A panel of area artists will judge the artwork based on adhering to the recycling content, with 60% based on creative use of materials as they were not originally intended and 40% based on overall artistry and originality. The contest is open for anyone to participate, including individual artists and classes. Entry forms and sponsorship information can be obtained by at [www.friendsoftheparksportage.com/recycled-art-in-the-park](http://www.friendsoftheparksportage.com/recycled-art-in-the-park).

The City of Portage Park Board sponsors activities to promote family, health and educational oriented events to increase the quality of life in the community. For more information contact the Portage Park Board at 352-4583.

## 2015 Tree City USA — Arbor Day Celebration

The City of Portage will celebrate its twenty-fifth consecutive year as a "Tree City USA" on Tuesday, April 14 with a commemorative tree planting ceremony on City Hall grounds. Please join the Mayor and City Council to celebrate this milestone.



The Tree City USA award is given to those communities that have met or exceeded the requirements of the National Arbor Day Foundation, including the city per capita spending on trees, tree maintenance, holding a planting ceremony and having ordinances regarding trees and a governing board. Meeting these requirements is necessary for Portage to receive Tree City USA recognition in 2015.

The City of Portage conducts programs throughout the year to promote the health of the urban forest. Seasonal tree planting programs in street rights-of-way and other city properties, as well as annual street tree pruning efforts, help contribute to promoting tree health and benefits within the community. During the past twenty five years a total of 14,902 trees have been planted, representing over 295 different species in city properties and rights-of-way.

### Friends of the Portage Senior Center Golf Scramble

May 18, 2015 @ 9 a.m.

Angel's Crossing Golf Club

All Proceeds Benefit the Portage Senior Center



Calling all golfers! The 20th Annual Friends of the Portage Senior Center Golf Scramble will be held at the beautiful Angel's Crossing Golf Club located in Vicksburg on Monday, May 18. This event is open to all ages and offers 18-hole play for \$95 per player. Corporate sponsorships are also being accepted. After a great day of golf, enjoy lunch and camaraderie with friends and friendly competitors alike. Prizes will be awarded to winning teams in a variety of categories and a 50/50 raffle will also be held.

Proceeds from this event help to sustain critical programs and services offered at the Portage Senior Center. The Portage Senior Center promotes quality of life and independence for the many older adults in the greater Portage area.

Sponsorship information and registration forms are available at the Portage Senior Center, or by visiting [www.friendspsc.org](http://www.friendspsc.org). For additional information contact the Portage Senior Center at 329-4555.

## Adult Softball Registration Open!

Register online at [www.portagemisoftball.leaguetoobox.com](http://www.portagemisoftball.leaguetoobox.com)

### Important Dates

Registration deadline	March 25
Reserve practice fields	April 7 - 10
Reserved practice period	April 11 - 26
Game schedule will be posted online	April 22
Start of the 2015 season	April 27
City Tournament of Champions	August 8 and 9



### Registration Fees

#### Co-Ed, Men's and Church Leagues

- ◆ Option 1: Standard Fee (best for teams with less than 7 non-resident players) \$540 plus \$20 per player fee (player fee waived for Portage residents)
- ◆ Option 2: Non-resident team fee (7 or more non-resident players at any point during the season) \$680, no player fees (must be paid in full at the Parks office by March 13, 2015)

#### Over 50 League

\$660

#### Doubleheader League

\$1,050

With the exception of Option 2 listed above, all teams and players must register online and submit payment by the published deadline. To reserve practice fields and periods, please call the Parks & Recreation Division at 329-4522. A computer is available in the Parks & Recreation office (7719 South Westnedge Avenue) for softball registration for those who may not have access to a computer elsewhere. Please call 329-4522 for more information.

## Volunteer Planting Day is May 15!



During the summer months the Portage City Centre is transformed into a showcase of colorful floral displays that grace and beautify the area. Show your community spirit by helping to plant the annual bedding flowers, a key ingredient to our local economy. Volunteers are needed to plant on Friday, May 15 from 8:30 a.m. to 12:30 p.m.

In cooperation with Kalamazoo In Bloom, the city hopes for a large turn-out so that a dazzling display will be in place prior to the Memorial Day weekend. Each volunteer will receive pizza and soft drinks at noon. If possible, volunteers should bring gloves and a hand-trowel, but don't worry, plenty of each will be available for those without.

Planting Day is an excellent opportunity to become part of the quality of life enhancements that help make Portage a special place for residents and visitors. Although drop-in participants are welcome, if you plan on attending please contact the Parks Department at 329-4522 in advance to assist with lunch planning.



## IT'S IN the bag!

Start your spring cleaning early!

The Friends of the Portage Senior Center are currently seeking donations of "gently used" handbags

**SAVE THE DATE!**  
Saturday, April 18  
9:00 a.m. til 2:00 p.m.  
Portage Senior Center



Clean out your closet and donate your gently used purses!

Enjoy the satisfaction of a decluttered space and the knowledge that you're supporting a worthy cause...and treat yourself to something "new to you!"

Please drop-off your purse donation at 320 Library Lane.

# Citizens Needed to Serve on Boards & Commissions and as Election Workers

## Board and Commission Members

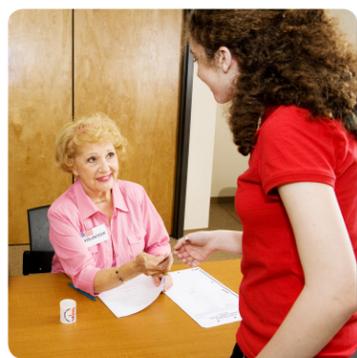
On the evening of Tuesday, May 12, 2015, the Portage City Council will interview applicants interested in serving on City Council Advisory Boards and Commissions. Appointments and reappointments will be made to the Youth Advisory Committee, Construction Board of Appeals, Planning Commission, Local Officers Compensation Commission and Public Media Network Board of Directors.



The meeting times and responsibilities of each of the Boards and Commissions vary. Please visit the city website at [www.portagemi.gov](http://www.portagemi.gov) > *Boards & Commissions* or contact the Office of the City Clerk at 329-4412 for additional information and applications to serve. A citizen interested in serving on an advisory board or commission must be a registered voter of the City of Portage and is asked to submit an application by April 15, 2015.

## Election Workers

The City of Portage is currently taking applications for election workers for the May 5, 2015 election. Persons with at least basic computer experience are strongly encouraged to apply. All election workers must be registered voters in the State of Michigan and will receive training in advance of the election.



Election workers are compensated \$15 for each training session and \$120 for working Election Day. If you are interested in becoming an election worker, please contact the Department of Employee Development at 329-4533.

# Did You Receive Your Assessment Change Notice?

The Office of the City Assessor mailed the 2015 Assessment Changes notices to all Portage property owners on February 13, 2015. If you own property in Portage and did not receive an Assessment Change Notice, please contact the Office of the City Assessor at 329-4433.

## Review Your Assessment Change Notice

1. Compare the 2014 values (Taxable, Assessed and SEV) to 2015 values.
2. Ensure that the Transfer of Ownership is accurate.
3. Ensure the Homeowners Principal Residence Exemption is correct.

If you believe that any of the above information is inaccurate, please contact the Office of the City Assessor. Many issues can be addressed by assessing staff, without the necessity of appearing before the March Board of Review. The City Assessor cannot make any changes to 2015 property valuations after Friday, March 6, 2015.

If you believe your property valuation is inaccurate, and assessing staff were not able to address your concerns, you may appear before the March Board of Review to appeal the valuation. The Board of Review is scheduled to meet:

- ◆ Tuesday, March 10 from 9 a.m. to 4 p.m.
- ◆ Wednesday, March 11 from 9 a.m. to 4 p.m.
- ◆ Thursday, March 12 from 1 to 4 p.m. and 6 to 9 p.m.

Additional dates and times will be scheduled as necessary to ensure that all Portage property owner concerns are addressed.

## Contact the Office of the City Assessor at 329-4433 beginning Monday, March 2, 2015 to schedule an appointment before the Board of Review.

Appeals may also be made by original signed letters submitted to the Office of the City Assessor (Portage City Hall, 7900 South Westnedge Avenue) by 5 p.m. on Wednesday, March 11, 2015. Please visit the city website at [www.portagemi.gov](http://www.portagemi.gov) > *Boards & Commissions* > *Board of Review* to view the policy for written appeals to the Board of Review.



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Portage, Michigan 49002-5160

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# City Closings

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

## Good Friday

Friday, April 3 @ 12 noon

The next edition of the **Portager** will be published in April 2015.

# 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 always 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](http://www.portagemi.gov) > Report It!



**Mayor Peter J. Strazdas**  
327-4478  
[peter.strazdas@portagemi.gov](mailto:peter.strazdas@portagemi.gov)



**Mayor Pro Tem Jim Pearson**  
303-5459  
[jimpearson4@gmail.com](mailto:jimpearson4@gmail.com)



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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.

## February

- 5 7:00 p.m. Planning Commission Meeting
- 9 7:00 p.m. Zoning Board of Appeals Meeting
- 10 7:30 p.m. City Council Meeting
- 19 7:00 p.m. Planning Commission Meeting
- 24 7:30 p.m. City Council Meeting