

City of Portage
Finance/Administration Committee Meeting
Monday, October 12, 2015 6:00 p.m.
City Municipal Building, 115 West Pleasant Street
Conference Room One
Minutes

Members: Rick Dodd, Chairperson; Mike Charles, Martin Havlovic, Richard Lynn
Excused: Doug Klapper

Also Present: Administrator Murphy, Finance Director Mohr, Director Redelings,
Aldersperson Maass, Bill Welsh – Cable TV, Craig Sauer – Daily Register

1. Roll call

The meeting was called to order at 6:00 pm by Chairperson Dodd.

2. Approval of minutes from October 8, 2015.

Motion by Charles, second by Havlovic to approve minutes from October 8, 2015.
Motion carried unanimously on call of roll.

3. Discussion on 2016 budget and review of Main Capital Fund budgets.

Mohr started with a summary of the projects that require GO borrowing noting that the total is under the calculated policy borrowing amount of \$1.9M. Murphy and Redelings continued with the details of the Various Capital Plans by area. Under the PW Capital, Dodd recommended clarifying the descriptions on the River St Reconstruction and Overlay projects to be clear what sections are covered. It was also noted that under PW the E. Edgewater St (Col Co. Gateway Project) was a duplication and should be deleted.

Murphy indicated that the P&R Board will be meeting Tuesday to review the P&R and Parkland Capital Budgets. The Soccer Complex estimate from the Rettler design work is roughly 3 times the amount that was in the master plan prepared by Dimension Design Group; Murphy indicated this will be revisited with the school district. It was clarified that the total construction cost for the Skatepark is budgeted at \$200K including the \$50K participation by the Skatepark Group. Charles pointed out a formula error in the totals. The committee discussed the scheduling of the projects in light of the sunset on prevailing wage requirement 1/1/2017. Murphy indicated that the projects have been looked at with this in mind; the items for the Skatepark Construction and the Soccer Complex have been left in the 2016 budget as there are agreements with the groups that include this commitment from the city.

Under Storm Water Redelings indicated that the Storm Detention Basin – North Side (Henry Street) was initially scheduled to be designed in 2015 and constructed in 2016. This has been rescheduled in light of Divine Savior acquiring the Schultz Farm as this would be a better option than the St. Mary's Cemetery site. Lynn voiced his displeasure with this decision as it has a major impact on the economic development and current businesses in that area. Dodd also stated his concern with putting this off another year

as we planned and borrowed for this to happen in 2015. Murphy recognized the need to expedite this improvement and the concern of the flooding in that area; he emphasized the difference in the two options and that the benefits of additional capacity and potential service area outweighed the need to design for a specific location that would not be as favorable. He reinforced that in the long run it would be worth waiting a short time for the better location. Dodd questioned the amount that was budgeted for the Jefferson St. West Alley Pump Station. Redelings responded that this is a much smaller project than the East Jefferson project and is appropriately estimated at \$30K for the pump and controller.

The committee discussed the Canal Project. Redelings noted that the preliminary design is to take place around 2016 to 2017 and the final design to be completed in the 2019 to 2020 time frame with construction to start thereafter. The estimated cost for design is around \$400K and construction \$4M. There is discussion in process with the DNR and the County regarding the cleanup of the Canal; at this point there is no resolution of time or cost.

Redelings reviewed the Water Utility Capital noted that the Construction and Relocation of the Utility Maintenance Facility is the major project at \$1.2M.

4. Discussion and possible recommendation on resolution 15- 041 to discontinue annual hangar lease surcharge.

Murphy presented the resolution to discontinue the annual hangar lease surcharge as recommended by the Airport Commission. Alderperson Maass stated that at the August 19th Airport Commission the unanimously voted to rescind the previous resolution that initiated the surcharge.

It was stated that the hangar tenants were concerned that the money from the surcharge just went into the general fund and was not used for hangar improvements. Mohr pointed out that the 2015 revenue for hangar rent is budgeted at \$5300 while the airport budget is roughly \$40K including improvements to the airport. Maass indicated that the planned capital improvements to the airport did not include any upgrades to the hangars. The committee requested that the Airport Commission look into what is needed to upgrade the hangars and how much that would cost. The city could possibly borrow this money for improvements and the hangar tenants could pay this back with the surcharge.

Motion by Havlovic to take no action and send the resolution back to the Airport Commission. Commission to determine the cost to refurbish the hangars and to determine the method of funding; second by Lynn. Motion carried unanimously on call of roll.

5. Adjournment.

Motion by Charles, second by Havlovic to adjourn the meeting at 7:23 p.m. Motion carried unanimously on call of roll.

Jean Mohr, Finance Director