

City of Portage
Finance/Administration Committee Meeting
(This meeting will constitute a meeting of the Community Development Block Grant
Committee)
Monday, November 19, 2012, 5:30 p.m.
Municipal Building, Conference room One
Minutes

Members: Rick Dodd, Chairperson; Kenneth A. Ebnetter, Carolyn Hamre, Marty Havlovic, Doug Klapper

Member Excused at 6:30: Mary Havlovic

Others Present: Interim Administrator Murphy; Interim Treasurer Mohr; Dave Eulberg – Mercantile; Chris Shader – BID; Steve Polnow – BID; Rita Maass – Alderperson; Ken Jahn – Mayor; Cindy Polnow – Business Owner; Gil Meisgeier – BID, MSP, Canal Soc; Ronnie Wendt – MSP; John Krueger – BID; Joan Indermark – Mercantile; Dennis Rupeus – BID; Bill Tierney Citizen, Craig Sauer from Portage Daily Register.

1. Roll Call

Meeting called to order by Chairperson Dodd at 5:30 p.m.

Present: Dodd, Ebnetter, Hamre, Havlovic, Klapper

Quorum was established and meeting was posted according to Wisconsin State Statutes regarding open meeting law.

2. Approval of minutes from November 12, 2012 meetings

Moved by Klapper to approve the minutes of the October 29, 2012 meetings; second by Havlovic. Motion passed 5-0 on a roll call.

3. Review 2013 Business Improvement District & Main Street Program Budget Requests

BID President and MSP member Peggy Joyce spoke on behalf of MSP as Shane Schmidt was no able to attend. The importance of the City's support to MSP existence was shared; request on explanation for several items in the MSP budget that appear to be duplicated was made along with an explanation of how the Mercantile's financials merge in with MSPs. Peggy to follow up on.

BID president and several members of the BID board spoke on the importance of the City's support for BID and how the funding was initiated to replace the cost to the City for maintenance of the BID area. Alderperson Havlovic also asked for an explanation of the difference between BID and MSP. In summary the BID members explained that BID is an oversight board for MSP and a support to the programs and events that MSP plans and conducts; along with maintaining the BID area. MSP is a state program – 501C3 and they plan and run various events to draw people into the downtown.

4. Consider Bank of Wisconsin Dells Agreement for Property Tax Collection

Interim Treasurer Mohr explained this is a program that the City has conducted for the past 4-5 years which allows our tax payers to pay their taxes at Bank of Wisconsin Dells. It is a win-win for both parties involved along with the members of our community. Motion by Klapper Second by Hamre to approve the Agreement for Property Tax Collection with Bank of Wisconsin Dells and move it on to Council. Motion passed 4-0 on call of roll.

5. Review Draft 2013 Budget

Interim Administrator Murphy reviewed the current status of the preliminary budget in respect to the Expenditure Restraint and Levy Limits. Interim Administrator Murphy and Interim Treasurer Mohr fielded and noted a variety of questions from the Committee. Administration will follow up with changes to the budget and present at the Finance Committee meeting Monday, November 26th at 5:30.

6. Adjournment

Moved by Klapper to adjourn; second by Hamre. Motion passed 4-0 on a roll call vote. Chairperson Dodd adjourned meeting at 8:21 p.m.

Jean Mohr
Interim City Treasurer

RESOLUTION NO. 12-056

**RESOLUTION RELATIVE TO ADJUSTMENT FOR PREVIOUS YEAR'S
UNUSED LEVY IN ACCORDANCE WITH SEC. 66.0602(3)f)2, WIS. STATS.**

WHEREAS, the City of Portage's allowable levy in 2011 was greater than its actual 2011 levy; and

WHEREAS, Wis. Stats. 66.0602(3)(f)2 allows a municipality to increase its 2012 levy limit by the difference between the 2011 allowable levy and the 2011 actual levy, up to a maximum of 0.5% of the 2011 actual levy; and

WHEREAS, the Finance/Administration Committee has recommended that the 2012 levy be increased \$24,466.00 in accordance with Wisconsin Statutes.

NOW THEREFORE, BE IT HEREBY RESOLVED by the Common Council of the City of Portage, that the 2012 levy be increased \$24,466.00.

DATED this 29th of November, 2012.

Kenneth H. Jahn, Mayor

Attest:

Marie A. Moe, WCPC, MMC, City Clerk

Resolution requested by:
Finance/Administration Committee