

CITY COUNCIL MEETING SUMMARY

November 16, 2010

CHECK REGISTER

- ◆ Approved the Check Register of November 16, 2010, as presented.

REPORT FROM THE ADMINISTRATION

- ◆ Referred the revised Home Occupation Ordinance recommended by the City Council Neighborhood Revitalization and Engagement Ad Hoc Committee, to the Planning Commission to initiate the amendment process to the Zoning Code.
- ◆ Received a Presentation and report from Police Chief Richard White regarding Portage Police Department cooperative and collaborative law enforcement activities and efforts.
- ◆ Received a communication from the City Manager regarding the 2010 annual Holiday Tree Lighting/Traditional Holiday Celebration as information only.
- ◆ Received a communication from the City Manager regarding the October 2010 Summary Environmental Activity Report information only.
- ◆ Received the Department Monthly Reports from the various city departments.
- ◆ Adopted the Resolution approving the 2011-2012 Council Mission Statement and Goals and Objectives for the City of Portage as established at the City Council Goal Setting Session on November 12, 2010.
- ◆ Reaffirmed the motion from the City Council Goal Setting Session on November 12, 2010, to ban smoking in city park picnic shelters and playgrounds.
- ◆ Reaffirmed the process approved at the City Council Goal Setting Session on November 12, 2010, to select an applicant to fill the vacancy to be created by the resignation of Councilmember O'Brien.
- ◆ Set a Special meeting, Tuesday, November 23, 2010, at 6 p.m., City Council Chambers, to determine a short list of applicants to consider for the vacancy to be created by the resignation of Councilmember O'Brien.
- ◆ Set a Special meeting, Tuesday, November 30, 2010, time to be determined, City Council Chambers, to interview applicants for the vacancy to be created by the resignation of Councilmember O'Brien.

UNFINISHED BUSINESS

- ◆ Adopted the Resolution granting the Easement and Right-of-Way Agreement for Ingress and Egress and License Agreement To Locate Personal Property in City Right-of-Way to Duke Barrington Limited Dividend Housing Association Limited Partnership.

BID TABULATIONS

- ◆ Awarded a two-year contract renewal to Safety National Casualty Corporation, the low bidder, for workers' compensation excess insurance coverage for an annual fee of \$39,567 plus payroll adjustments; approved a two-year contract renewal with Eagle Claims Management for workers' compensation third party administration for an annual fee of \$10,268; and authorized the City Manager to execute all documents related to these contract renewals on behalf of the city.
- ◆ Awarded a contract for a water and wastewater Utility Rate Study to Utility Financial Solutions, LLC, at a cost not to exceed \$35,500 and authorized the City Manager to execute all documents on behalf of the city.
- ◆ Awarded a contract to Hurley & Stewart, LLC, with the low cost proposal for engineering services related to the 2011 Storm Drainage Improvements and Barberry Avenue Sanitary Sewer Rehabilitation in the amount of \$33,000 and authorized the City Manager to execute all documents on behalf of the city.

STATEMENTS OF CITY COUNCIL AND CITY MANAGER

- ◆ City Council and Mayor wished everyone a safe and happy holiday, encouraged everyone to welcome visiting shoppers.
- ◆ Councilmember Reid and Mayor Strazdas encouraged interested citizens to apply for the vacancy created by the election of Councilmember O'Brien to the State House of Representatives.
- ◆ City Manager Evans indicated that he would have City Assessor James Bush prepare a brief report that would include a records update to ensure that all property transactions and mailing addresses are accurate and that Sales Ratio Studies are updated to reflect, as residential has been finalized by the Equalization Department at 50.18%, so some assessment reductions will be made to get below the mandated 50%. He indicated that the commercial ratios and industrial ratios will be dropping and will affect revenue streams; that the assessing staff has inspected approximately 300-400 properties during the course of the year and inspection activity will continue until mid-January; and, that the 2010 Industrial Facility Tax Abatement Report has been compiled for the State Tax Commission. Since four personal property abatements will expire December 30, 2010, the property owners will be notified in November about the expirations and the requirement that the assets be reported for the regular tax roll. Finally, as a result of the passage of the Board of Review ballot proposal, the City Assessor will continue to work with City Administration and City Attorney regarding implementing improvements in training and the appointment of three, six, or nine members and addressing the subject of City Council adopting poverty income guidelines including an "asset test."
- ◆ Mayor Pro Tem Sackley commented on the Portage Sign Ordinance and the need for better exposure to information in order for businesses to do business in Portage.
- ◆ Mayor Strazdas announced the essay contest for area youth to write what they like about Portage and commented on the respect and professionalism exhibited by City Council at the retreat that was both active and engaging.

COMPLETE MINUTES OF EACH CITY COUNCIL MEETING ARE AVAILABLE ON THE CITY WEBSITE AT PORTAGEMI.GOV, IN CITY HALL AND IN THE DISTRICT LIBRARY. MINUTES OF CITY BOARDS AND COMMISSIONS ARE AVAILABLE ON REQUEST FROM VARIOUS DEPARTMENTS.