

## PLANNING COMMISSION

February 20, 2020

The City of Portage Planning Commission meeting of February 20, 2020 was called to order by Chairman Corradini at 7:00 p.m. in Council Chambers of Portage City Hall, 7900 South Westnedge Avenue. No citizens were in attendance.

### PLEDGE OF ALLEGIANCE

Chairman Corradini led the Commission, staff and citizens in the Pledge of Allegiance.

### IN ATTENDANCE

Michael West, Senior City Planner and Christopher Forth, Interim Director of Community Development.

### ROLL CALL

Mr. West called the roll: Meyer (yes); Pezzoli (yes); Baldwin (yes); Corradini (yes); Patterson (yes); Fries (yes); and Harrell-Page (not present). A motion was then made by Commissioner Baldwin, seconded by Commissioner Fries, to approve the roll excusing Commissioners Joshi and Schimmel. The motion was unanimously approved 6-0.

### APPROVAL OF MINUTES

Chairman Corradini referred the Commission to the January 23, 2020 meeting minutes contained in the agenda. A motion was made by Commissioner Myer, seconded by Commissioner Fries, to approve the minutes as submitted. The motion was unanimously approved 6-0.

### SITE/FINAL PLANS

None.

### PUBLIC HEARING

None.

### OLD BUSINESS

None.

### STATEMENT OF CITIZENS/COMMISSIONERS

None.

7:04 p.m. - The Commission took a short recess.
7:08 p.m. - The Commission reconvened the meeting in City Hall Conference Room No. 2

### NEW BUSINESS:

1. FY 2020-2030 DRAFT Capital Improvement Program (preliminary). Mr. West reviewed the staff report dated February 14, 2020 that summarized the process that began in September 2019 to solicit citizen and Commission input regarding the annual Capital Improvement Program (CIP). Mr. West stated the preliminary information provided to the Commission included summary tables and project profiles which represented new projects or previously identified projects that have been significantly revised since the FY 2019-2029 CIP

document. Mr. West indicated that total expenditures for the 10-year plan period identified in the draft FY 2020-2030 CIP increased approximately \$12.0 million from the approved FY 2019-2029 CIP with the two largest projects being the new Community Senior Center and the new Portage Road Enhancements projects. Mr. West then referred the Commission to the final agenda packet that included a memo with a status update for the various capital improvement projects that were approved last year for the current FY2019-2020 budget period.

Mr. West then summarized the new/revised projects for each major category including Streets (Projects 7, 11), Sidewalks & Bikeways (Projects 5, 10, 17), Water (Projects 2, 4, 6), Sewer (Project 1), Police (Project 3), Fire (Projects 10, 16), Public Facilities (Project 4) and Parks & Recreation (Projects 10, 21). Mr. West stated a memo from the City Manager and a final draft version of the FY 2020-2030 CIP would be provided in March, however, staff was requesting any initial comments from the Commission regarding the preliminary FY2020-2030 CIP documents and the new and revised projects detailed in the staff report .

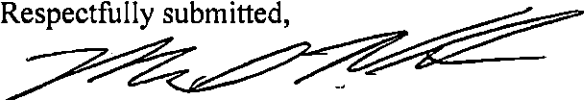
Commissioner Fries inquired about Project 13 (Vincent Drive/Oakland Drive Intersection Improvements) in the Streets category and asked whether a specific development project was being proposed. Mr. Forth discussed ongoing conversations with the owner of the vacant property on the north side of Vincent Drive regarding potential development projects and the relocation of Vincent Drive further north, however, indicated that no specific project has been proposed at this time. Mr. West indicated this project was tentatively programmed for FY2025-2026, however, would be contingent upon cooperation with the property owner since land area would be needed to relocate Vincent Drive further north. Chairman Corradini inquired about the specifics of Project 2 (Hampton Creek Bog Drainage Improvements) in the Water category. Mr. West indicated the engineering design was still being developed, however, the project would involve construction of a dedicated storm water outlet from Hampton Creek Bog to Portage Creek. Chairman Corradini asked about Project 8 (Northwest Water Storage Facility Rehabilitation) in the Water category and why the project from last year's CIP to replace the Haverhill Water Tower was replaced this year with a rehabilitation project? Mr. Forth indicated the water main easement recently received from the airport will allow for a water main extension underneath the airport runway that will alleviate some of the storage demand. Mr. West stated the proposed rehabilitation of the Haverhill Water Tower will prolong the life expectancy of the structure and a replacement project could be considered in future CIP's. Chairman Corradini indicated the Haverhill Water Tower is 50-60 years old. Chairman Corradini stated the rehabilitation project will extend the life of the structure, however, also believes a replacement project should be considered in future CIPs.

The Commission did not have any additional questions or comments regarding the preliminary FY 2020-2030 CIP at this time. Mr. West asked the Commission to continue to review the document and to email staff with any additional questions and/or comments regarding the preliminary FY 2020-2030 CIP and soon as possible and restated that a final draft version of the FY 2020-2030 CIP would be provided to the Planning Commission in March for final review and recommendation to City Council.

**ADJOURNMENT:**

There being no further business to come before the Commission, the regularly scheduled meeting was adjourned at 8:30 p.m.

Respectfully submitted,



Michael West, AICP  
Senior City Planner