

**MINUTES FROM THE PRE-MEETING
OF THE PORTAGE CITY COUNCIL
OF AUGUST 27, 2018**

Mayor Randall called the meeting to order at 8:00 a.m. Councilmembers Chris Burns, Richard Ford, Lori Knapp, Claudette Reid and Mayor Pro Tem Jim Pearson joined via the conference phone line. Councilmember Terry Urban was absent with excuse. Also in attendance were Deputy City Manager Rob Boulis and City Clerk Adam Herringa.

Mayor Randall opened the meeting and inquired if there were any questions or concerns regarding items on the proposed August 28th Regular Meeting Agenda. With regard to Item A.2, Accounts Payable, Mayor Pro Tem Pearson inquired as to a payment of approximately \$11,000 to USA Softball for what was identified as "softballs." Deputy City Manager Boulis stated that he would research and respond with more detail as to what the payment was for.

With regard to Item A.3, Councilmember Reid stated her understanding that the City has implemented a practice of trying to replace vehicles earlier in their life cycle in order to maximize the return value. With regard to this item she pointed out the return value is roughly ten cents on the dollar. She wondered if the vehicles that are being replaced were held onto for too long or what other circumstances might be involved. Mr. Boulis shared that his understanding is that the quick turnaround for vehicle replacement applies primarily to passenger vehicles and not the heavier equipment that is more costly to purchase. He concluded by stating that he would research and respond to the circumstances involved in the recommended purchase and replacement of the identified vehicles.

With regard to Item A.4, Councilmember Reid shared that a citizen contacted her with concern about the additional parking and impermeable surface that will accompany this phase of development. The citizen inquired if the water runoff from the surface would be directed into Portage Creek. Councilmember Reid stated that her understanding is that underground retention ponds would be utilized to hold the water but ultimately the water would end up in the creek. Councilmember Reid commented that a citizen contacted her about increasing water temperatures of the creek harming the trout population. She wondered if any survey had been conducted to determine the temperature of the water that is discharged into the creek from the underground retention basins. Deputy City Manager Boulis confirmed that underground retention basins will be utilized in the latest phase of Greenspire to manage water runoff. He stated that he does not believe any temperature checking of the water discharge has been conducted but would inquire. Mayor Randall inquired if the water from Greenspire is discharged into Portage Creek or into Hampton Lake. Mr. Boulis stated that he would research and respond.

With regard to Item C.2, Councilmember Reid inquired as to the members of the City Manager Salary Review/Evaluation Committee. Mayor Randall responded that it was herself, Mayor Pro Tem Pearson and Councilmember Ford.

With regard to Item F.1, Councilmember Reid inquired if additional information regarding the planned reconstruction of Fire Station No. 2 for the Committee of the Whole (COW) Meeting would be forthcoming. Mayor Randall stated that no action related to Fire

Station No. 2 would occur at the August 28th Regular Meeting. Deputy City Manager Boulis shared that the plan for the COW Meeting is to review the building plans and review the differences between the result of the feasibility study and the current plan. He continued by stating that discussion would also focus on proposed cost as it relates to various building components. Councilmember Reid commented that a request was made at the last meeting for additional information to help inform discussion at the COW meeting. She cited a desire for City Administration to provide information related to components of the proposed building, rationale for the components and related costs.

Mayor Randall asked Mr. Boulis to review the proposed COW Meeting format. Mr. Boulis stated that staff will review in detail what is proposed to be included, rationale, cost and to respond to inquiries from City Council. He stated that the building plans and drawings will be present at the meeting. Mayor Pro Tem Pearson commented that the discussion at the last Regular Meeting included lots of question from City Council. He asked that staff review these questions and be prepared to answer them at the COW meeting.

Councilmember Reid questioned why no action related to this project would be taken at the August 28th Regular Meeting since lack of action would result in a delay of an additional two weeks. Deputy City Manager Boulis shared that City Administration heard concerns related to cost and the architectural fee is, in part, based on the overall cost of the project. Should the costs and/or project components change, the architectural costs would have to be recalculated. Mr. Boulis concluded by also sharing that conversations have been had with American Village Builders about delaying construction until the spring of 2019. The reason for the potential delay is not only related to the cost review but also due to current pricing in the construction industry. Pushing the project back to next spring may result in improved construction costs.

ADJOURNMENT: Following a summary of the meeting, Mayor Randall adjourned the meeting at 8:18 a.m.

Adam Herringa, City Clerk