

MINUTES
SPECIAL COUNCIL MEETING
2013 PROPOSED BUDGET AND LEVY
RECREATION AND AIRPORT
COOK CITY COUNCIL
OCTOBER 25, 2012 – 5 PM – COOK CITY HALL

PRESENT: Acting Mayor Karen Hollanitsch, Councilors Jody Bixby, Kim Brunner and Elizabeth Storm
ABSENT: Mayor Harold Johnston
OTHERS PRESENT: Administrator-Clerk/Treasurer Theresa Martinson, Deputy Clerk/Treasurer Cindy Palm, Airport Coordinator Tom Woock and Recreation Commission Secretary Tammy Palmer

Acting Mayor Karen Hollanitsch called the special council meeting to order at 5:00 p.m.

The purpose of this meeting is to hold monthly special study sessions to discuss budget planning for 2013. The October study session focuses on the budgets for recreation and the airport.

Recreation

The new facility is partially budgeted as if the structure will be in operation for 2013. The council was presented with detailed information on what will be needed to operate and maintain the community center building, park, rink and ball fields. The anticipated operational date for the community center is June 2013.

Recreation revenues come from townships and more support is anticipated once the building is utilized. ISD 2142 contributes \$1,000 annually for the students who participate in the high school baseball and softball programs. The Dan Swanson Field will be utilized for junior varsity baseball for 2013 and the high school baseball and softball programs will be played at the North Woods School fields.

The ISD 2142 contribution of \$1,000 is designated towards the purchase of aglime for the fields. An additional \$2,000 will be designated annually to a property management account to be utilized for aglime as well. Aglime will be delivered on a 3 year rotation and research for shared delivery services will be needed to minimize the transportation costs to deliver this product.

Motion by Brunner, second by Storm to designate \$2,000 annually to a property maintenance account to be used for the purchase of aglime for the ball fields at the Doug Johnson Recreation Area. **MOTION CARRIED**

Other revenues will continue through building rental, major events, dedicated funds and concessions.

Friends of the Park will host two fundraisers annually - Wings and Things and the Chili Contest along with other minimal fundraising activities. The Friends of the Park will continue to support the park and community center financially as this is the mission of Friends of the Park.

At the September 27, 2012 Regular Council Meeting, the council voted to close the skating rink for January through March 2013 due to safety issues with the incomplete building. Funds will be budgeted for December 2013 to prep the skating rink for the 2014 skating season in anticipation of building completion.

Pigeons are nesting in the rafters of the pavilion which leaves a mess and is a potential health hazard. Maintenance has tried to clean the feces with a pressure washer to have the mess return again a short time later. A licensed pest control company will be contacted for pigeon control.

The council proposed that Friends of the Park possess ownership of the building that they are constructing and lease the property from the City of Cook for \$1 per year. Friends of the Park would have their own authority for decision making, purchasing, staffing and budgets.

Friends of the Park and the City Council thanked maintenance personnel Don Flack for his dedicated work with the Doug Johnson Recreation Area.

Airport

Revenues

The three year hangar lease increase of .01 cents per year ended after 2012. The apartment has been consistently rented out at \$525 per month. The city pays the heating and should see a decrease as the fuel oil system has been replaced by a new propane boiler system.

State reimbursement is received annually for maintenance and operation expenses at the airport. The expansion of the runway should see an increase in the amount reimbursed over time as additional expenses are incurred.

Township funds are received for annual capital improvements and the city continues to be reimbursed for the second maintenance position.

The runway expansion has increased fuel sales with jets appreciating the ability to land at the Cook Municipal Airport. Prices and markups are compared to area airports and figured into the cost to provide fuel as well. Discounts are given to hangar owners and club card holders as well. Net fuel revenues will be utilized to reduce negative cash debt for the airport from years past due to the depreciation expense.

Increased efforts will be made to market the expanded airport in both fuel sales and hangar lot leases for 2013.

Expenses

Building – There are no projects on the State CIP list for the 2013 budget and all building maintenance is in good shape.

Runway– Planned 2013 projects include obstruction removal and an airport layout plan update. No new equipment will be purchased.

The airport budget must balance to avoid the transferring of general funds to cover losses.

The November budget study session will review budgets for water, sewer and all remaining general fund budgets.

Motion by Storm, second by Bixby to adjourn the meeting at 5:55 p.m. **MOTION CARRIED**

Respectfully submitted,

Cindy Palm
Deputy Clerk/Treasurer