

CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
January 10, 2019

(I) Call Meeting to Order

Mayor Brendan Pratt called the meeting to order at 6:00 p.m. held in the Council Chambers at Altoona City Hall.

(II) Pledge of Allegiance

Mayor Pratt led the Common Council and others in attendance in the Pledge of Allegiance.

(III) Roll Call

City Clerk Cindy Bauer called the roll. Mayor Brendan Pratt, Council Members Dale Stuber, Andrew Schlafer, Matt Biren, Tim Sexton, David Rowe and Red Hanks (via phone) were present. Also Present: Attorney Christopher Gierhart, City Administrator Michael Golat, Interim Police Chief David Livingston, Finance Director Tina Nelson, and City Clerk Cindy Bauer.

(IV) Citizen Participation Period

Motion by Biren/Rowe to close the Citizen Participation Period. **Motion carried.**

(V) Approval of minutes.

Motion by Rowe/Sexton to approve the minutes of the December 20, 2018 Regular Council Meeting. **Motion carried.**

(VI) City Officers/Department Heads Report

City Administrator Golat commented that staff is working on their performance reviews. Commented on the Utilities position that is available.

City Committee Reports – None.

City Administrator Golat updated the Council on ongoing projects and recruitment for the Police Chief and Utility Billing Office positions.

(VII) Unfinished Business – None.

(VIII) New Business

(1) Discuss/consider approval of Resolution 1A-19, a Resolution authorizing the Issuance and Sale of \$1,200,000 General Obligation Promissory Notes, Series 2019A.

Sean Lentz, municipal advisor to the City, was present to explain the purpose of the Notes and borrowing structure. Lentz explained that at the December 20, 2018 Council Meeting, Finance Director Nelson updated Council on the finance plan for the 2018 and 2019 capital projects. Lentz referred to his memo dated December 20, 2018 regarding the borrowing.

Lentz said Resolution 1A-19 authorizes the Issuance and Sale of \$1,200,000 General Obligation Promissory Notes, Series 2019A. Staff is currently working on finalizing the financing for the 2019 Projects. This item will be brought back at a future Council Meeting. United Bank/CCF has committed to a fixed interest rate of 2.29% for the current loan. Council Members were provided copies of the Sale Day Report for the \$1,200,000 General Obligation Promissory Notes, Series 2019A.

Motion by Rowe/Stuber to approve Resolution 1A-19, a Resolution authorizing the Issuance and Sale of \$1,200,000 General Obligation Promissory Notes, Series 2019A to United Bank. **Motion carried.**

(VIII)(2) Discuss/consider River Prairie Parking.

City Administrator Golat explained that Rock'n on the River concert series was very successful last summer drawing an estimated 1,500 to 2,000 people each week. The City also hosted two national concerts at the park that drew between 2,500 and 4,000 people. Parking for these events was accommodated, in part, on undeveloped lots in the northwest and southwest quadrants of River Prairie. However, several of those lots are being developed necessitating the need to explore additional parking options. Two apartment buildings are anticipated to be constructed in River Prairie Northwest Quadrant this summer. Prevea Health phase I is anticipated to be completed in the Southwest Quadrant by late summer. These projects will have a significant impact on location and volume of available parking. In addition, eventually the lot between Westconsin Credit Union and StayBridge Suites will be developed, further reducing available parking. Therefore, staff has researched alternative parking options and has recommendations related to constructing additional parking for your consideration.

City Administrator Golat further explained that the first lot recommended for construction would be located under the River Prairie Drive Bridge similar to the parking area under the Highway 53 bridge. This area would be accessed from the southwest quadrant via Woodman's Drive; approximately **33** parking spaces would be created in this lot. A second overflow lot could be created under the power lines west of the Prevea site. This area would accommodate approximately **113** parking spaces and would be accessed via the access road to the Eau Claire Pump Station. Surfacing options for this lot are being explored giving consideration to likely frequency of use, cost and storm water management.

There will be an additional 231 vehicle parking spaces upon completion of Prevea Health in the Southwest Quadrant. The parking lot is available to the public per the Parking Lease Agreement with Prevea. When the clinic is open only limited hours (5:30pm – 8:00pm weekdays, 8:00am – 4:00pm weekends), 75% of the parking spaces (**173** spaces) are available to the public. When the clinic is closed (after 8:00pm on weekdays, 4:00pm on weekends), all of the parking is available to the public.

City Administrator Golat provided Council with the schematic designs for the additional parking and the estimated cost. Staff recommends moving forward with the construction of the lot under the River Prairie Drive bridge as soon as possible in the Spring. Staff further recommends constructing access to area under the Xcel power lines to be available for overflow parking along with exploring alternatives for surface treatment of that area. Golat said this area can also be used for snow storage.

City Administrator Golat said if Council if approves, the recommended work could be completed via a change order to the River Prairie trail construction project if acceptable to the contractor, or via a separate bid. Staff is recommending that funds preliminary approved for the River Prairie Treehouse Project (\$250,000) be used to complete the parking lot project.

City Administrator Golat provided an estimated project cost from Cedar Corporation for the Spur Trail and Parking Lot at a cost of approximately \$167,550.00. This item will come back again for approval as the design gets more completed.

David Burg of KingPin Management commented on the parking/traffic from the concerts that occurred in 2018. Burg mentioned there were shuttle service for a couple of the concerts. Concensus of the Council was to get more directional signs for all additional parking within the River Prairie Development.

Motion by Stuber/Rowe to direct staff to move forward with completion of the River Prairie supplemental parking project to include adding parking under the River Prairie Bridge, and providing access to the area under the Xcel power lines along with exploring alternatives for surface treatment of the lot and that funds preliminary approved for the River Prairie Treehouse Project be used to complete the parking lot project. **Motion carried.**

(VIII)(3) Discuss/consider Ordinance 1A-19.

City Administrator Golat explained that Ordinance 4B-18 was passed on April 12, 2018 to attach property to the City of Altoona from the Town of Washington pursuant to an Intergovernmental Agreement. The property attachment resulted in a new voting ward to be formed since the subject property lies in a different state senate, state assembly, and county supervisory district than the parcel of City of Altoona to which it is directly contiguous. This ordinance creates and describes a new Ward 16 and places it into District 1.

Motion by Biren/Stuber to approve Ordinance 1A-19, an ordinance amending Chapter 2.12.020 (Wards) and 2.12.030 (Aldermanic Districts) of the Altoona Municipal Code to create Ward 16. **Motion carried.**

(VIII)(4) Discuss/consider approval of bartender license.

Motion by Stuber/Rowe to approve the bartender license to Isaac Muzquiz for the period of now through June 30, 2019. **Motion carried.**

(VIII)(5) Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e):

A. Purchase and/or sale of property.

Motion by Stuber/Biren to convene in closed session at 6:44 p.m. pursuant to Wis. Stats. 19.85 (1)(e) A. Purchase and/or sale of property, Roll call vote, 6-ayes, Biren, Stuber, Schlafer, Hanks, Sexton, Rowe, 0-nays. **Motion carried 6-0.**

(VIII)(6) Motion to reconvene to Open Session.

Motion by Rowe/Biren to reconvene to open session at 7:09 p.m. Roll call vote, 6-ayes, Rowe, Sexton, Biren, Stuber, Schlafer, Hanks, 0-nays. **Motion carried.**

City Administrator Golat explained that the item discussed in closed session was sale of property. No action taken.

(IX) Miscellaneous Business and Communication

Golat commented that staff did get security cameras installed in Devney Park around the playground area. Golat gave an update on the Ash Borer Tree Project.

Council Member Biren commented on the annual snowshoeing hike taking place in Centennial Park on January 19 (snow permitting).

Polar Plunge in Carson Park at Half Moon Lake on February 24, 2019.

(X) Adjournment.

Motion by Biren/Rowe to adjourn at 7:16 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk