

**CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
February 13, 2020**

(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, Matthew Biren, Andrew Schlafer, Tim Sexton, and Susan Rowe were present. Red Hanks was present via phone. Also Present: City Attorney John Behling, City Administrator Michael Golat, Management Analyst Roy Atkinson and City Clerk Cindy Bauer. Joshua Clements arrived at 6:21 p.m.

(IV) Citizen Participation Period

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

(V) Approval of minutes.

Motion by Stuber/Sexton to approve the minutes of the January 23, 2020 Regular Council Meeting. Schlafer Abstained. **Motion carried.**

(VI) City Officers/Department Heads Report

City Committee Reports – None.

(VII) Unfinished Business – None.

(VIII) New Business

(1) Proclamation recognizing the Wintermission Initiative.

Management Analyst Roy Atkinson explained that the City of Altoona is working closely with the City of Eau Claire and other regional partners on the Wintermission project, a bold initiative to make it easier for people of all ages and backgrounds to connect with one another, visit public spaces, and be active in winter. Over the past several months, Eau Claire and Altoona have been working collaboratively to implement pilot projects based off of community feedback. Some examples of pilot projects are the Winter Recreation Path (in Eau Claire) and a community gear share run through Eau Claire Parks and Recreation and the Eau Claire / Altoona Public Libraries. The Wintermission project inspired the City of Altoona to develop the Altoona Frosty Fun Series, a series of community events showcasing outdoor winter recreation opportunities. This proclamation celebrates the progress and efforts of Wintermission. Management Analyst Atkinson

Representatives of the Wintermission Initiative were present to show their appreciation to the City of Altoona for recognizing activities in the winter.

Management Analyst Roy Atkinson read the Proclamation.

(VIII)(2) Update on the 10th Street Recreation Center with possible action to follow.

Bill Boettcher of Lien & Peterson Architects was present at the Council Meeting to give an update on the design of the 10th Street Recreation Center. The building will serve four main purposes, the first of which is community space to provide affordable rental space to the public. The second is a home base for the various

recreation programs. Third, provide daily access to toilet rooms for the park visitors. Finally, provide an accessible public election site.

City Administrator Golat noted some additional purposes of the facility, one being the feasibility of moving the elections to this building.

(VIII)(3) Discuss/consider approval of the Final Implementation Plan for Whisper Ridge Townhomes (Bayhome component) of the Hillcrest Greens Planned Community Development. (Discussed at the Feb 11, 2020 Plan Commission Meeting).

City Planner Clements referred to Staff Report 20-02B (2020-0204). Clements explained that the proposed Final Implementation Plan (FIP) illustrates the architecture and site design elements for 15 townhouse condominium units in 4 clusters in the area identified as bayhomes in the Hillcrest Greens Planned Community Development. See the enclosed proposal and Staff Report for further information and analysis.

The General Implementation Plan for Hillcrest Greens (2013) illustrates 21 bayhome units clustered along a shared private drive. The Final Implementation Plan for this area reoriented the private drive to its current orientation, with 20 units. Since that time, 5 units have been constructed.

City Planner Clements stated that the proposed Whisper Ridge Townhomes re-arranges the remaining 15 lots into three 4-unit townhouse condominiums and one 3-unit condominium with the same general position and arrangement as the bayhome lots. Each townhome unit will have an independent tax parcel with shared firewall with the adjoining unit. The Plan Commission met and recommended approval at its February 11, 2020 meeting.

Bill Albright, Developer for this project, was present to describe the design of the Bay homes and answer any questions Council had regarding the Final Implementation Plan for the Bayhomes.

Shirley Thompson, 1332 Cypress Court, had some concerns with this project such as drainage; they felt they were not given adequate notice when it was brought before the Plan Commission on February 11 and the Council Meeting tonight. Thompson and other representatives are asking to delay the approval tonight and to wait until the next meeting for approval.

Bill Albright addressed those concerns to the Council and those present.

City Planner Clements noted the concerns from representatives within the Hillcrest Subdivision.

Debra Swan, 2081 St. Andrews Drive, spoke on behalf of some of the current bay home owners who expressed their willingness to work with the developer but they just had some concerns.

Fred Hoversholm, 1386 McCann Drive, addressed his concerns.

City Planner Clements recommends approval of the Final Implementation Plan for Whisper Ridge Townhomes at Hillcrest Greens as being generally consistent with the 2013 Hillcrest Greens General Implementation Plan with the following modifications (conditions) of approval:

- (1) Easement for public walkway shall be preserved, and sidewalk shall be constructed consistent with the GIP and Plat. The walkway loop shall be modified to constitute a complete contiguous loop in conjunction with this project, due to discrepancies between the GIP for Hillcrest Greens (2013) and GIP Hillcrest Greens II (2019), wherein the loop was intended to continue to the east. New sidewalk ramps shall be added to connect to the existing walkway system. Changes to the course of the walkway shall be mutually approved by the Developer and City (see illustration).
- (2) The shared access easement shall be consistent with the existing Plat (2014-0318) 20 feet to the adjoining property to the west. The easement text shall be modified to incorporate public utility access within the same.
- (3) Install signs along the private drive and circular vehicle route as “No Parking – Fire Lane” to preserve access for emergency vehicles.
- (4) Successful review of the proposal with regard to the Hillcrest Greens stormwater management permit consistent with *Altoona Municipal Code* Chapter 14.

- (5) All exterior building and site lighting shall be shielded and full cut-off design.
- (6) No additional signs are indicated in the plan or approved through this permit.

Additionally, staff recommends adding a generous number of native canopy trees within the Outlot area with the intent of advancing the ecological design and open space objectives of the PCD Ordinance and Hillcrest Greens General Implementation Plan. Screening-type trees are encouraged in the north area to increase the visual and audio buffering from Highway 12.

Motion by Sexton/Rowe to approve the Final Implementation Plan for Whisper Ridge Townhomes with staff recommended conditions. Hanks and Stuber against. **Motion carried.**

(VIII)(4) Discuss/consider approval of Ordinance 2A-20, an ordinance amending Chapter 10.24 of the Altoona Municipal Code designating additional STOP sign controlled intersections near the Altoona High School.

City Administrator Golat explained that the Public Works Department completed installation of approximately 53 new STOP signs within the greater downtown area, in conformance with a previously adopted ordinance. The Altoona Police Department has continued to observe driver behavior, and has requested additional STOP signs at intersections west of the High School as depicted on the attached map. This area experiences traffic from students, staff, and visitors to the school. Staff opinion is that the additional STOP signs would complement and fit with the previous basket-weave layout.

Motion by Sexton/Schlafer to approve Ordinance 2A-20 designating additional STOP sign controlled intersections near the Altoona High School. **Motion carried.**

(VIII)(5) Discuss/consider Mayoral Appointment of Alvin Braden to the Solis Circle Housing Committee.

City Administrator Golat explained that Council passed an ordinance at the December 19, 2019 Council Meeting to add an additional ex officio, non-voting committee member (resident of Solis Circle) to serve on the Solis Circle Housing Committee. At the request of Mayor Pratt, the Solis Circle Housing Committee reviewed the applicants at its January 31, 2020 Solis Circle Housing Committee and recommended Alvin Braden to serve on the committee

Motion by Biren/Rowe to approve Mayoral Appointment of Alvin Braden to the Solis Circle Housing Committee. **Motion carried.**

(VIII)(6) Discuss/consider approval of Bartender Licenses for the 2019-2020 licensing period as submitted by Clerk Bauer.

City Clerk Bauer explained that the City received bartender license applications for the licensing period of July 1, 2019 through June 30, 2020. A report was prepared by Police Chief Bakken recommending approval of all those submitted prior to the Council Meeting.

Motion by Stuber/Biren to approve the bartender licenses for the 2019-2020 licensing period as submitted by Clerk Bauer. **Motion carried.**

(VIII)(7) Discuss/consider convening in closed session pursuant to Wis. Stats: 19.85 (1)(e). A. Purchase and/or sale of property.

Motion by Biren/Stuber to convene in closed session at 7:04 p.m. pursuant to Wis. Stats. 19.85 (1)(e). Roll call vote, 6-eyes, Biren, Stuber, Rowe, Sexton, Schlafer, Hanks, 0-nays. **Motion carried 6-0.**

(VIII)(8) Motion to reconvene to Open Session.

A. Purchase and/or sale of property.

Motion by Stuber/Biren to reconvene in open session at 7:59 p.m. Roll call vote, 6-ayes, Sexton, Biren, Stuber, Rowe, Schlafer, Hanks, 0-nays. **Motion carried 6-0.**

City Administrator Golat explained that there were items discussed in Closed Session pertaining to sale of city property, one requiring action, that being the Amendment to Offer to Purchase from Jason Griepentrog, Fairway Capital, LL.

Motion by Sexton/Stuber to accept the WB-40 Amendment to Offer to Purchase from Jason Griepentrog, Fairway Capital, LLC, originally dated September 5, 2019 and accepted on September 18, 2019 for 1.62 Acres of vacant land on Fairway Drive as set forth in the terms in the WB-40 contract. **Motion carried.**

(IX) Miscellaneous Business and Communication.

None.

(X) Adjournment.

Motion by Biren/Rowe to adjourn at 8:05 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk