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# THE CITY of *Altoona*

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AGENDA FOR REGULAR COUNCIL MEETING ON THURSDAY, AUGUST 13, 2020  
6:00 P.M. ALTOONA CITY COUNCIL CHAMBERS

**THE MEETING WILL BE HELD ON ZOOM TELECONFERENCE / VIDEO CONFERENCE.  
DUE TO CORONAVIRUS COVID-19 RESIDENTS ARE ENCOURAGED  
TO ATTEND THE CITY COUNCIL MEETING VIA THE APPLICATION, ZOOM UNTIL  
FURTHER NOTICE. AN INSTRUCTION PAGE WILL BE PROVIDED ON THE NEXT PAGE  
SHOWING HOW TO PARTICIPATE.**

You may join the August 13th meeting from your computer, tablet or smartphone via

**WEBSITE: <https://zoom.us/join>**

**WEBINAR ID: 889 3825 8435**

**WEBINAR PASSWORD: 721322**

**Or you can also dial in using your phone.**

**CALL IN PHONE NUMBER: 1-312-626-6799**

**WEBINAR ID: 889 3825 8435**

**WEBINAR PASSWORD: 721322**

*To make a public comment Raise your hand by pressing \*9 on your telephone keypad. You will be called upon in the order received.*

- I. Call Meeting to Order.
- II. Pledge of Allegiance.
- III. Roll Call for Council Persons/Roll Call for Department Heads.
- IV. Citizens Participation Period. (No more than twenty minutes unless extended by two-thirds vote.)
- V. Discuss/consider approval of minutes of the July 23, 2020 Regular Council Meeting.
- VI. REPORTS [To Minutes>>](#)
  - A. City Officers/Department Heads
  - B. City Committees
- VII. CONSENT AGENDA
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS
  1. Presentation of the 2020 G.O. Borrowing & possible refinance of the two 2015 Tax Increment District No. 3 State Trust Fund Loans by Financial Advisor Sean Lentz.  
[To Summary and Materials >>](#)
  2. Presentation by Altoona Historical Society regarding occupancy of the existing 10th Street Recreation Center, possible action to follow.  
[To Summary and Materials >>](#)

3. Discuss/consider approval of Ordinance 8A-20, an Ordinance creating Chapter 9.49 of the Altoona Municipal Code "Camping" to define camping in the City of Altoona.  
[To Summary and Materials](#)
4. A. Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.
  1. Purchase and/or sale of property.  
  - B. Wis. Stats 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.
    1. Teamcare Issue.
5. Motion to reconvene to Open Session for the purpose of discussion and possible consideration on the matter entertained in Closed Session.

X. MISCELLANEOUS BUSINESS AND COMMUNICATIONS

XI. ADJOURNMENT



Cindy Bauer  
City Clerk

**Requests from persons with disabilities who need assistance to participate in this meeting/hearing should be made to the City Clerk's Office at 715-839-6092 with as much advance notice as possible.**

### **Speak Your Peace: The Civility Project**

The Common Council of the City of Altoona, Wisconsin, recognizes and has adopted by Resolution 3B-15 that the nine tools of civility, drafted by Speak Your Peace: The Civility Project will provide increased opportunities for civil discourse in order to find positive resolutions to the issues that face our city. These tools include the following:

*Pay Attention | Listen | Be Inclusive | Don't Gossip | Show Respect | Be Agreeable  
Apologize | Give Constructive Criticism | Take Responsibility*

###



To Agenda>>



# ZOOM INSTRUCTION GUIDE

## WEBSITE and TELEPHONE

*DUE TO CORONAVIRUS COVID-19 RESIDENTS ARE ENCOURAGED TO ATTEND THE BUDGET COMMITTEE AND CITY COUNCIL MEETING VIA THE APPLICATION, ZOOM UNTIL FURTHER NOTICE.*

### **ZOOM MEETING INFORMATION:**

**WEBSITE:** <https://zoom.us/join>

**MEETING ID: 889 3825 8435**

**Webinar Password: 721322**

**CALL IN PHONE NUMBER: 1-312-626-6799**

#### **IMPORTANT INFORMATION**

*ZOOM can be accessed by telephone or computer. You must have a computer or mobile phone app to see the PowerPoint slides.*

*For those participating by computer only, you must have a microphone enabled computer to communicate verbally. Otherwise you will have to call in via the telephone as well.*



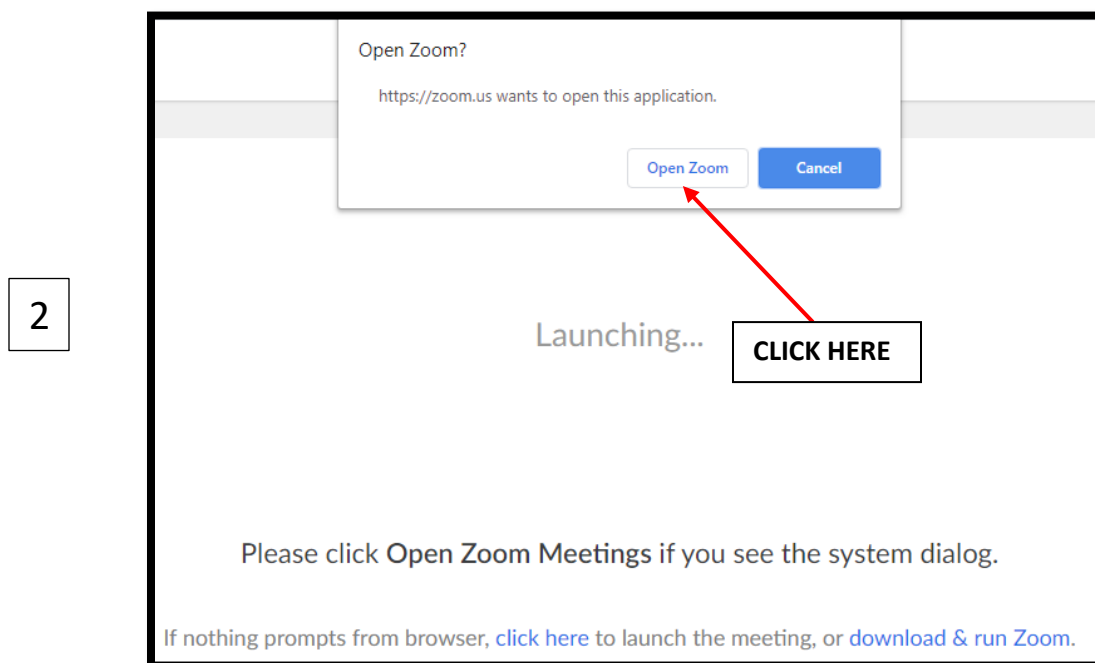
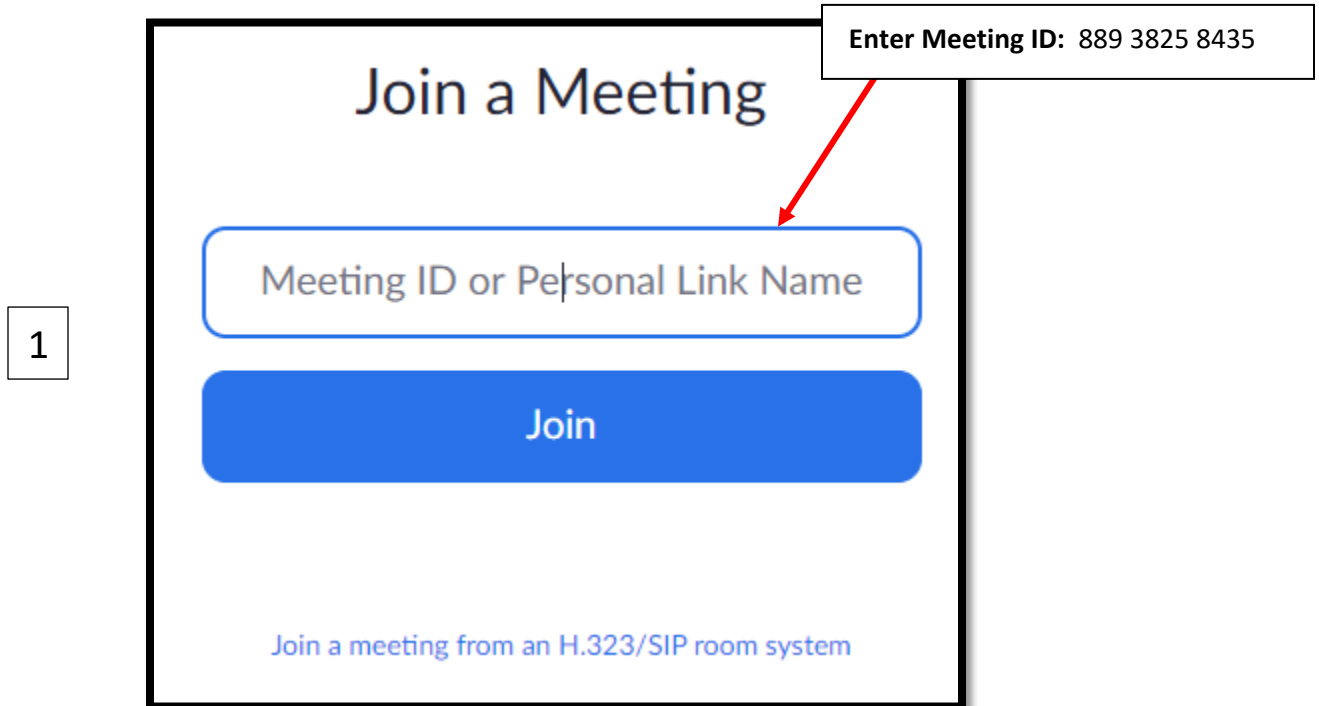
## **TO ACCESS VIA TELEPHONE:**

1. Call phone number: 1-312-626-6799
2. Enter Meeting ID: 889 3825 8435
3. Enter webinar password: 721322# to confirm you are a participant and enter the meeting
4. To state a public comment, "raise hand": \*9  
(You will be called on in order received)



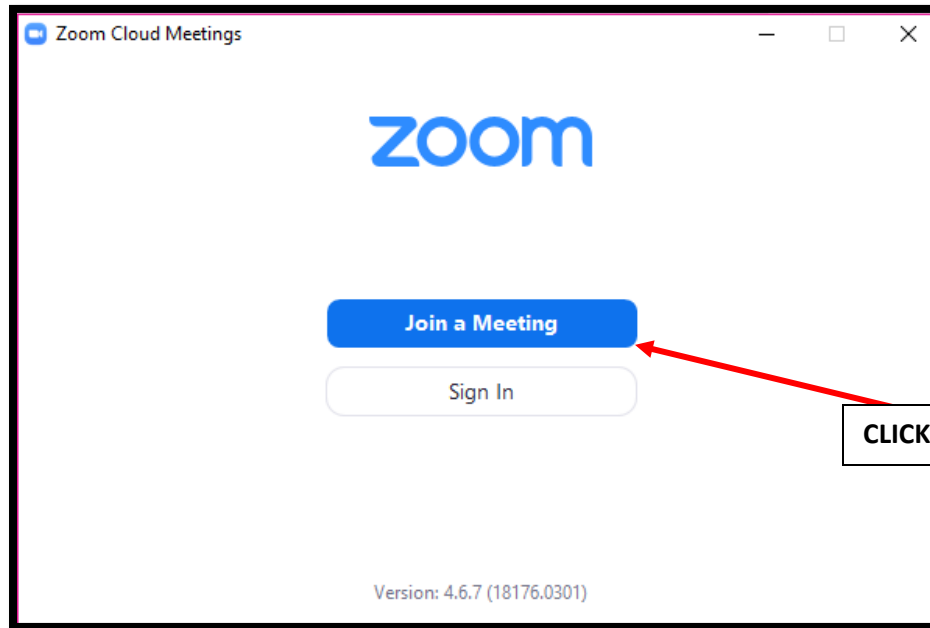
## TO ACCESS VIA WEBSITE:

1. Access website at: <https://zoom.us/join>
2. A set of dialogue boxes will appear (as seen below)

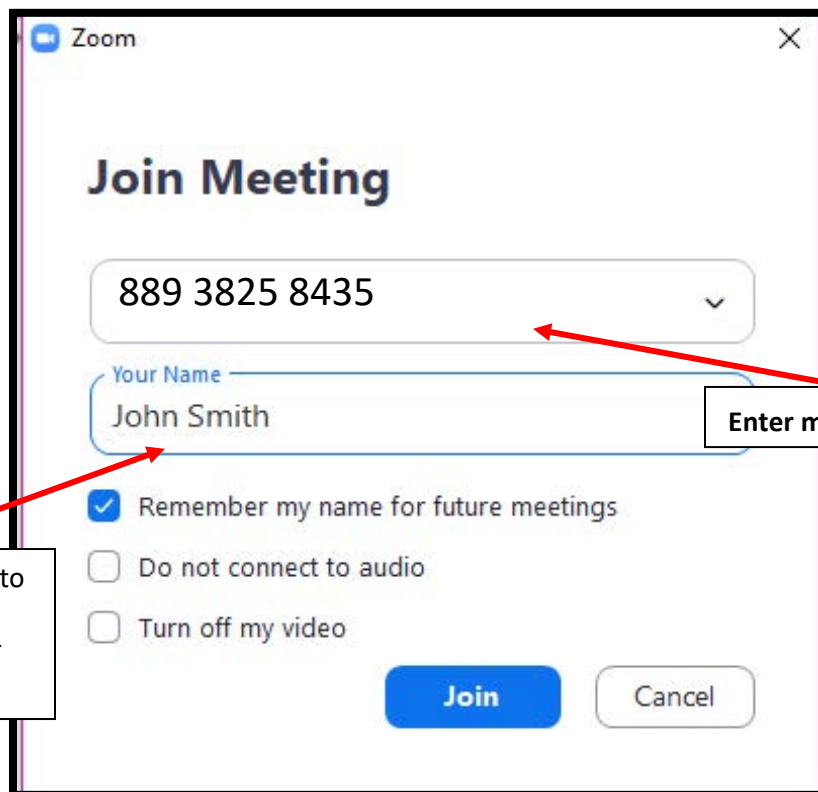




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Enter Your **Name** to be displayed in Zoom meeting for public viewing

Enter meeting ID: 889 3825 8435

**5. Enter webinar password on the next screen: 721322**



5a

Computer Audio

Choose ONE of the audio conference options

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**Join with Computer Audio**

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Test Speaker and Microphone

Automatically join audio by computer when joining a meeting

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5b

Phone Call

Choose ONE of the audio conference options

Phone Call Computer Audio

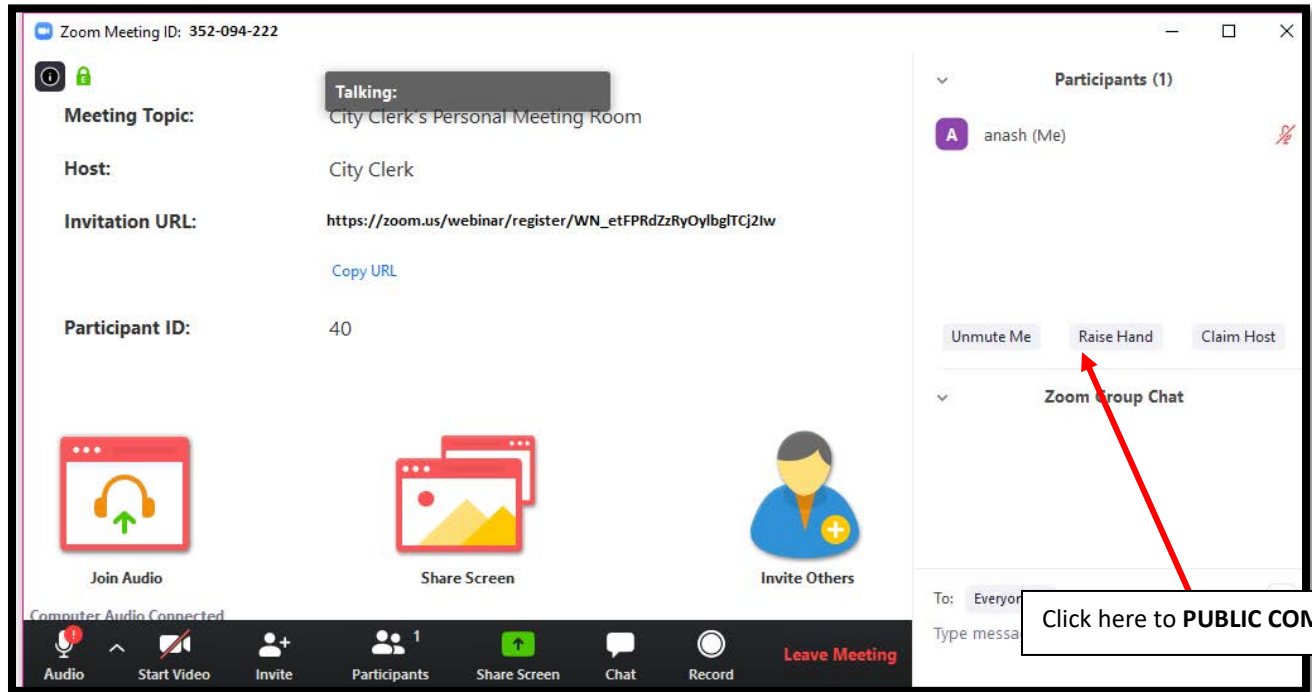
Dial: 1-312-626-6799  
**Meeting ID: 889 3825 8435**  
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3. Use icon **RAISE HAND** to provide Public Comments. You will be unmuted and called upon in the order received.

## SEE WEBSITE LINKS BELOW FOR MORE TUTORIALS

<https://support.zoom.us/hc/en-us/articles/201362193>

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[https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc\\_load\\_policy=1](https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc_load_policy=1)



**CITY OF ALTOONA, WI**  
**REGULAR COUNCIL MEETING MINUTES**  
**July 23, 2020**

**(I) Call Meeting to Order**

Mayor Brendan Pratt called the meeting to order at 6:00 p.m. The Regular Council Meeting was held via Zoom Teleconference/Video conference due to Coronavirus COVID-19.

**(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, Timothy Lima, Maria Guzman, Matt Biren, Tim Sexton, and Susan Rowe were present. Also Present: Attorney John Behling, City Administrator Michael Golat, City Planner Joshua Clements, DPW/City Engineer David Walter, Finance Director Tina Nelson, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer. Police Chief Kelly Bakken arrived at 6:05 p.m.

**(IV) Citizen Participation Period**

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

**(V) Approval of minutes.**

Motion by Stuber/Biren to approve the minutes of the July 9, 2020 Regular Council Meeting. **Motion carried.**

**(VI) City Officers/Department Heads Report**

Finance Director Tina Nelson provided to Council Members an updated budget report as of July 23, 2020 along with an updated COVID related expense report.

Police Chief Kelly Bakken presented a report regarding strengthening the Community relationship.

**City Committee Reports – None.**

**(VII) Consent Agenda – None.**

**(VIII) Unfinished Business – None.**

**(IX) New Business**

**(1) Public Hearing at 6:00 p.m. or as soon thereafter as is practical) regarding proposed Ordinance 7A-20 amending the City's Official Map (Discussed at July 14 Plan Commission)**

Mayor Pratt opened the public hearing at 6:11 p.m.

City Planner Joshua Clements referred to the following:

- Ordinance 7A-20 Official Map (2 pages, incl. illustration)
- Letter: Official Map Information and Notification
- Official Notice: Ordinance 7A-20

City Planner Joshua Clements explained that this item was discussed at the June 23rd and July 14th Plan Commission meeting, as well as other Commission meetings throughout the twelve months. Public Information sessions were held virtually on June 25th at 10 a.m. and June 29th at 6:00 p.m. Notices were sent to all property owners with features shown on the proposed Official Map on June 18th (see enclosed).

Official Mapping is a tool to implement the community vision and aspirations by planning for orderly and

coordinated future growth. The proposed Official Map has been under development by City Staff and West Central Wisconsin Regional Planning Commission with cooperation from the Wisconsin Department of Transportation and Eau Claire, and engagement with the Town of Washington. Preparation of this map began in approximately April 2019 in anticipation of development in the Highway 12 corridor and future South Neighborhood. The design for the roads parallel to and accessing Highway 12 were designed by the WI DOT in approximately 2010.

Official Mapping is an exercise of police power described in WI Statutes that allow local units of government to describe and reserve lands for future public facilities and infrastructure. Use of this authority requires land to be dedicated during the subdivision process, and control over the issuance of building permits. Due to many of the features of the proposed amendment lying outside of the City, the City cannot exercise its Official Map authority over extraterritorial land divisions or building permits issued by the town. However, State Statutes permit the City to Officially Map features in its extraterritorial jurisdiction to plan for future development.

The Plan Commission met and recommended approval of the amendment on July 14 with three modifications (reflected in the enclosed map):

- (1) Removal of the future mapped roadway connecting North Mayer Road to Industrial Drive, and realignment of the future roads west of Industrial Drive to connect to Industrial Drive near its center point.
- (2) Removal of the future mapped roadway connecting North Mayer Road east to County Road SS, and to add a future road centered on the rear property lines of the existing three properties west of CTY SS that currently have private driveways accessing HW12, as a means of providing access.
- (3) Removal of future extension of CTY SS from HW12 south to Carol Street (town road).

Additional items of discussion among Plan Commission and staff:

- (1) Citizens that live in the town area accessed from Short Road expressed safety concerns of the existing conditions at the intersection of Short Rd and HW12. Everyone who contacted staff was in favor of connecting Pleasant View Street to Short Road, and shared a desire for that to be proactively accomplished. Staff also expressed the need to create an additional connection to this neighborhood to Mayer Road, to provide alternative access and connectivity. There may be opportunities to do so, but that was outside the scope of this project.

Discussion over the course of the development of this amendment, the additional elements were preliminarily studied, and not included due to the scope of this project, but are recommended to be revisited through Official Mapping:

- (1) Official Mapping of parkland along the Otter Creek corridor.
- (2) Connection of primary roadways in the South Neighborhood (between Prill & Mayer Rd).
- (3) Connection between Conch Ave (town road) and Kent Street (town road), due to topography and likely development of the intervening property.

Curt Tambornino, Owner of Curt Manufacturing was present who asked questions regarding Industrial Drive and Mayer Road accesses.

Kay, (a resident on Dana Street) had questions regarding the potential road by her property.

Motion by Stuber/Biren to close the public hearing at 6:45 p.m. **Motion carried.**

**(IX)(2) Discuss/consider adopting Ordinance 7A-20, an Ordinance amending the City's Official Map**

Motion by Lima/Sexton to approve Ordinance 7A-20 amending the City's Official Map. **Motion carried.**

**(IX)(3) Public Hearing at 6:05 p.m. or as soon thereafter as is practical regarding Ordinance 7B-20, an Ordinance rezoning parcel 201-1020-03-040 located at 754 Bartlett Avenue from I Industrial District to C Commercial District. (Discussed at July 14 Plan Commission)**

Mayor Pratt opened the public hearing at 6:46 p.m.

City Planner Clements explained that the Altoona School District seeks to purchase and renovate the existing 6,246 ft<sup>2</sup> building located at 754 Bartlett Avenue for use as a 4K site. The 1.343-acre property is currently zoned I Industrial District and most recently used by Half Moon Education. School uses are permitted in residential zone districts and conditionally permitted in the C Commercial District. The desired student capacity is 72, with 10 staff. The interior renovation creates four classrooms, inside play space, with associated restrooms and other support spaces.

The property features vehicle access to Bartlett Avenue as well as Garfield Avenue, connected with a direct private drive from which the parking and other building access is located. Two speed bumps are currently placed in the drive to slow vehicles, as there does appear to be cut-through traffic.

City Planner Clements noted that the proposed site modifications to the site illustrated in the plan are exclusive to adding an enclosed outdoor play space to the rear (north) of the building. This includes a 5' chain link fence w/vinyl slats and playground equipment. In order to complete zoning entitlement for the proposed use, the District must obtain both a rezoning and a conditional use permit. The Plan Commission approved the conditional use on July 14th with following conditions:

1. Approval of the Conditional Use Permit is subject to approval of the Appeal for Rezoning of the property to C Commercial District and satisfaction of any and all conditions attached to the rezoning.
2. The District shall coordinate with the City to accomplish direct, dedicated and separated pedestrian connections to and through the site, connecting building entrances to existing public ways.
3. Vehicle circulation to and through the site shall be revisited as needed to ensure safe circulation and management of conflicts. Conditions may be added or modified through the procedure provided by ordinance. The intended manner of vehicle circulation shall be clearly indicated through on-site signage and pavement markings.
4. Bicycle parking fixtures with capacity for no fewer than four bicycles shall be provided consistent with § 19.52.030 D. and § 19.52.06.

Michael Markgren and Heidi Eliopoulos, Altoona School District Representatives were present to answer any questions Council Members had regarding the proposed rezoning.

Motion by Sexton/Lima to close the public hearing at 6:54 p.m. **Motion carried.**

**(IX) (4) Discuss/consider approval of Ordinance 7B-20 rezoning parcel #201-1020-03-040 located at 754 Bartlett Avenue from I to C District.**

City Planner Clements noted that on July 14, 2020 the Plan Commission voted 7-0 to approve the Conditional Use and recommend approval of the appeal for rezoning.

Motion by Lima/Sexton to approve Ordinance 7B-20. **Motion carried.**

**(IX)(5) Public Hearing at 6:10 p.m. or as soon thereafter as is practical regarding Ordinance 7C-20, an Ordinance rezoning Lots 1, 2, and 3 of CSM 3573, vol. 20 CSM, Page 151 located at 2999 Hamilton Avenue from R1 One-Family Dwelling District to R2 One- and Two-Family Dwelling District. (Discussed at July 14 Plan Commission)**

Mayor Pratt opened the public hearing at 6:55 p.m.

City Planner Clements explained that a CSM was approved by the Plan Commission on June 9, 2020 and Council on June 11, 2020 to subdivide this property into three parcels, one with the existing home accessed from Hamilton Avenue, and two accessed from Gloede Avenue via an access easement. The four adjoining properties to the west are duplexes, each zoned R-2. Property to the east is Centennial Park, zoned P Park and Conservancy.

Motion by Rowe/Lima to close the public hearing at 7:00 p.m. **Motion carried.**

**(IX)(6) Discuss/consider approval of Ordinance 7C-20, an Ordinance rezoning Lots 1, 2, and 3 of CSM 3573, Vol 20 CSM, Page 151 located at 2999 Hamilton from R1 to R2.**

City Planner Clements noted that on July 14, 2020 the Plan Commission voted 7-0 to recommend approval of the appeal for rezoning.

Motion by Lima/Sexton to approve Ordinance 7C-20. **Motion carried.**

**(IX)(7) Discuss/Consider approval of a Specific Implementation Plan for River Prairie Wellness Center.**

City Planner Clements explained that the proposed Specific Implementation Plan illustrates architecture and site design elements for a 31,000 ft<sup>2</sup> two-story building to be located on Rivers Edge Trail (private drive) between DeFatta ENT to the north and Hoeft Builders to the south. This site is part of the Rivers Edge Trail General Implementation Plan in the River Prairie Mixed Use District. The proposed development area is 1.67 acres (73,180 ft<sup>2</sup>) and is a prepared “pad ready” site.

The building is designed to be an attractive four-sided building with entrance features on the south and east sides of the building. Emergency lower-level exit is on the west façade. The exterior materials are proposed to be predominantly brick, stone, and prefinished metal trim. The building footprint is approximately 15,582 ft<sup>2</sup> that appears as a one-story building at the entrance level with a two-story atrium entrance feature, and utilizing the site topography to create a lower level walk-out design to the west. The lower level is fully occupied space. Vehicle access to the site is via Rivers Edge Trail, with shared access to DeFatta ENT to the north and Hoeft Builders to the South. The existing driveway north to DeFatta will be reconstructed as a vehicle drive isle with parking. A total of 85 additional vehicle parking spaces are proposed, and shared with adjacent sites. The proposal also includes modifying the existing parking area to add 3 stalls, curblines, and pedestrian connectivity of the adjoining site, 1450 Rivers Edge Trail. Most of the stormwater at this site will be collected via two bioretention facilities on-site and conveyed to regional facilities serving the River's Edge Trail development area.

City Planner Clements noted that on July 14, 2020 the Plan Commission voted 7-0 to recommend approval of the SIP with staff-recommended modifications. Staff recommends approval of the Specific Implementation Plan with the following modifications (conditions of approval):

- A. **Access, Circulation & Parking** (RPDG IX. 1)
  1. Add not less than two bicycle racks at an appropriate location near the public entrances. Bicycle racks shall be “U Stand” or “Rounded A” design, or substantially similar, as described in *Altoona Municipal Code* Chapter 19.52, installed per manufacturer specifications.
- B. **Landscaping** [RPDG IX 6]
  1. Add landscape trees (7) approximately as illustrated in the staff report. Trees shall be canopy species, native or hybrid native as defined by the WI DNR.
  2. Bioretention basins and parking lot islands shall be attractively and appropriately landscaped, including canopy trees.
- C. **Building and Architectural Standards** [RPDG IX 7]
  1. Any/all mechanical equipment, including roof-mounted units, shall be appropriately screened by building-compatible materials or landscaping [RPDG, IX 7 H].
  2. Sign permits will be required for all building and ground signs and meet design requirements outlined in the River Prairie Design Guidelines, IX 5.
  3. All exterior lighting on the site shall be of full cut-off design and be shielded to prevent spillover of direct light onto adjacent properties [*Altoona Municipal Code* 19.59.030 (H)].

**D. Utilities**

1. If the building features a sprinkler system, the Fire Department Connection (FDC) shall be 4" STORTZ and shall be located on the east facade. Final placement shall be reviewed and approved by Altoona Fire Department.
2. Private utilities, including electric transformers, shall be located such as to minimize impact on landscaping. Private electric service shall be located on private property under softscape, avoiding impacts on trees and major landscape elements. City of Altoona reserves the right to review and approve locations of electrical transformers and other visible fixtures.
3. Submittal and successful review of final *storm water plan* and *civil site plan* by City Engineer as described in the *Altoona Municipal Code* Chapter 14.

**E. Outstanding Elements**

1. The conditions of approval of the SIP modification for 2420 Rivers Edge Trail, approved by the Council on 2018 Oct 11, remain incomplete. These modifications shall be accomplished.

Motion by Rowe/Stuber to approve the Specific Implementation Plan for River Prairie Wellness Center as being in substantial conformance with the River Prairie Design Guidelines and Standards with staff-recommended modifications. **Motion carried.**

**(IX)(8) Discuss/Consider approval of a Preliminary Plat (Condo Plat) and CSM for Hillcrest Greens Condominium (Discussed at July 14, 2020 Plan Commission Meeting).**

City Planner Clements referred to the following:

- Proposed Condominium Plat for Hillcrest Greens Condominium
- Proposed Covenants for Hillcrest Greens Condominium
- Proposed Certified Survey Map - Hillcrest Greens Condominium

Clements explained that the proposed Condominium Plat is consistent with the approved Specific Implementation Plan for Whisper Ridge Townhomes approved by the Plan Commission on February 11, 2020 and City Council on February 13, 2020. The CSM that was included with the Council packets reshapes existing parcels as an interim step to prepare the Condo instrument. Condo Plats cannot create lots or parcel lines. A Public Hearing was held before the Plan Commission on July 14, 2020. The Plan Commission recommended approval of the Preliminary Plat on a vote of 7-0.

Bill Albrecht was available to answer any questions Council Members had regarding the plat.

Motion by Lima/Biren to approve the Preliminary Plat and CSM. **Motion carried.**

**(IX)(9) Discuss/consider approval of Resolution 7A-20, a resolution extending a declaration of emergency in the City of Altoona related to the outbreak of COVID-19.**

City Administrator Golat explained that the declaration of an emergency in the City of Altoona related to the COVID-19 outbreak is scheduled to expire on July 27, 2020. Circumstances still persist that may require the City to take extraordinary action in response to the COVID-19 crisis to assure a flexible and timely response. Therefore, staff is recommending the City extend the City's declaration of emergency until August 31st, 2020. The ratified declaration of emergency proclamation allowed the following:

- Preparedness for a flexible and timely response to an identified national and state health emergency with strong potential for local impacts and the ability to implement necessary community responses.
- Permits remote attendance options for City Council, board and committee meetings and cancellation of non-essential meetings while facilitating reasonable public access to meetings within current social gathering recommendations.
- Expresses support for the County Health Department Emergency Order.

Motion by Stuber/Rowe to approve Resolution 7A-20, a resolution authorizing extending a declaration of emergency in the City of Altoona related to the outbreak of COVID-19. **Motion carried.**

**(IX)(10) Discuss/consider approval of Resolution 7B-20, a resolution supporting and encouraging the wearing of masks in the City of Altoona during the COVID-19 pandemic.**

City Administrator Golat explained that many municipalities in the State of Wisconsin are adopting Resolutions/policies mandating or encouraging the wearing of masks throughout their own municipality. Staff is suggesting that the City of Altoona also support and encourage the wearing of masks in the City of Altoona during the COVID-19 pandemic. The City of Eau Claire adopted a similar resolution on July 14, 2020. Resolution 7B-20 states the reasons why wearing a mask is encouraged.

Motion by Rowe/Stuber to approve Resolution 7B-20, a resolution supporting and encouraging the wearing of masks in the City of Altoona during the COVID-19 pandemic. **Motion carried.**

**(IX)(11) Discuss/consider Ordinance 7D-20, an ordinance amending Altoona Municipal Code Chapter 1.08 “General Penalty”.**

City Planner Clements explained that the proposed amendments to Title 1 enables issuance of citation by certain staff to relieve workload from law enforcement. These largely include property violations that pertain to building code or zoning requirements, but may also include fire or public works. The general purpose being to allow non-law enforcement personnel to respond to enforcement of ordinance violations related to their duties. Additional modifications are recommended consistent with contemporary practices for the enforcement of municipal ordinances.

Motion by Biren/Rowe to approve Ordinance 7D-20. **Motion carried.**

**(IX)(12) Discuss/consider Resolution 7C-20, a Resolution amending the City’s Bond Schedule.**

City Planner Clements explained that the proposed additions to the Bond Schedule add entries for building code and zoning ordinance violations. Proposed additions are indicated in bold on the attached bond schedule.

Motion by Rowe/Biren to approve Resolution 7C-20, a Resolution amending the City’s Bond Schedule.

**Motion carried.**

**(IX)(13) Discuss/consider approval of Ordinance 7E-20, an ordinance amending Altoona Municipal Code Chapter 10.46 “Inoperative Motor Vehicles” specifically Section 10.46.020 to prohibit storage on public property.**

Police Chief Kelley Bakken explained that the proposed amendment to Chapter 10.46.020 would prohibit the storage of inoperative motor vehicles on public property as well as the presently prohibited private property.

Motion by Stuber/Sexton to approve Ordinance 7E-20, an ordinance amending Chapter 10.46, specifically Section 10.46.020 to prohibit storage on public property. **Motion carried.**

**(IX)(14) Discuss/consider completing additional paving projects utilizing available monies from the Cinder City Park Improvement project budget due to favorable bids.**

City Administrator Golat explained that bids for the Cinder City Park Improvement Project were approximately \$35,000 lower than anticipated. At the July 9, 2020 Council Meeting, staff suggested using the extra monies to complete additional city parks projects including:

- a. Paving the south trailhead entrance of Centennial Park at the intersection of San Juan Road and Gloede Avenue; cost estimated at \$12,000 to \$13,000.
- b. Completion of the 2nd half of the basketball court in Tenth Street Park, making it a full-length basketball court, including paving, fencing, striping and hoop installation; cost estimated at \$12,075.51.

Motion by Rowe/Biren to direct staff to proceed with paving the south trailhead entrance to Centennial Park and constructing the 2nd half of the basketball court at 10th Street Park. **Motion carried.**

**(IX)(15) Discuss/consider convening in closed session pursuant to Wis. Stats: 19.85 (1)(e). A. Purchase and/or sale of property and B. TID 4 Contribution to Prairie View Ridge for Stormwater Improvements.**

Motion by Biren/Rowe to convene in closed session at 7:36 p.m. pursuant to Wis. Stats. 19.85 (1)(e) and Wis. Stats 19.85 (1)(g). Roll call vote, 6-ayes, Biren, Rowe, Stuber, Sexton, Lima, Guzman, 0-nays. **Motion carried 6-0.**

**(IX)(16) Motion to reconvene to Open Session.**

Motion by Lima/Stuber to reconvene in open session at 8:55 p.m. Roll call vote, 6-ayes, Sexton, Guzman, Rowe, Lima, Biren, Stuber, 0-nays. **Motion carried 6-0.**

City Administrator Golat explained that there were items discussed in Closed Session pertaining to the sale of property and stormwater improvements.

Motion by Biren/Stuber to amend the existing development agreement between the City of Altoona and Prairie View Ridge to include the Stormwater Improvements cost subject to Legal Counsel Review and subject to final agreement with the property owners to the south. **Motion carried.**

**(X) Miscellaneous Business and Communication** – none.

**(XI) Adjournment.**

Motion by Rowe/Sexton to adjourn at 8:59 p.m. **Motion carried.**

Minutes submitted by Cindy Bauer, City Clerk

**MEMORANDUM**

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, AUGUST 13, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, AUGUST 13, 2020** Council Meeting agenda items.

**(VIII) UNFINISHED BUSINESS**

**(IX) NEW BUSINESS**

**ITEM 1 - Presentation of the 2020 G.O. Borrowing & possible refinance of the two 2015 Tax Increment District No. 3 State Trust Fund Loans by Financial Advisor Sean Lentz**

Financial Advisor Sean Lentz from Ehlers and Associates will present the Pre-Sale report for the 2020A General Obligation Promissory Notes for the 2020 Capital Projects.

Sean will also present a potential interest savings with the refinance of the two 2015 Tax Increment District No. 3 State Trust Fund Loans.

The City has received very favorable rates in the recent past with submitting requests from local banks to purchase the notes. The recommendation from staff is to begin with local banks by Ehlers sending a request for proposal out to local banks to purchase the notes. If the rates come back favorable, as they did in the past, the City will save issuance cost and bond rating fees.

The Pre-Sale Reports will be available prior to the August 13, 2020 Council Meeting.

**Suggested Motion:** I move to approve/not approve Ehlers and Associates to send a request for proposal to local financial institutions to bid on purchasing the 2020A General Obligation Promissory Notes for the 2020 Capital Projects & refinancing the two 2015 State Trust Fund Revenue Loans with a Tax Increment Revenue Backing Loan.

**ITEM 2 - Presentation by Altoona Historical Society regarding occupancy of the existing 10th Street Recreation Center, possible action to follow.**

The Altoona Historical Society, as well as the Altoona Compassion Coalition, have expressed interest in occupying the existing 10th Street Recreation Center after the new Recreation Building is constructed. It is my understanding that the two organizations have met and both agree that the building is not big



enough for both organizations. Therefore, Altoona Compassion Coalition is not pursuing use of the building.

Representatives from the Historical Society will be present at the meeting to present a plan for taking over and managing the building. Don Winrich has provided an outline of their plan for your consideration. If the Council is in favor of moving forward with the plan presented, an agreement would be required to memorialize the terms of building occupancy. That agreement would come back to Council for consideration. Staff is seeking direction from Council regarding whether the plan presented is acceptable, and if staff should proceed to work with the Historical Society in crafting an agreement for Council's consideration.

**Suggested Motion:** I move to direct/not direct staff to move forward in cooperation with the Altoona Historical Society in crafting an agreement for Council's consideration outlining terms of use of the existing 10th Street Recreation Center.

**ITEM 3 - Discuss/consider approval of Ordinance 8A-20, an Ordinance creating Chapter 9.49 of the Altoona Municipal Code "Camping" to define camping in the City of Altoona.**

From time to time we have discovered persons who establish campsites, for the purpose of maintaining a temporary place to live, on sidewalks, public rights-of-way, under bridges, and so forth. Such actions create unsafe and unsanitary living situations which pose a threat to the peace, health or safety of those persons and other persons of the city. Further, such actions interfere with the rights of others to use those areas for the purposes for which they were intended.

Attached for your consideration is Ordinance 8A-20, an Ordinance creating Chapter 9.49 "Camping" to define camping in the City of Altoona.

**Suggested Motion:** I move to approve/not approve Ordinance 8A-20, an Ordinance creating Chapter 9.49 "Camping".

**ITEM 4 - A. Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

**1. Purchase and/or sale of property.**

**B. Wis. Stats 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

**1. Teamcare Issue.**

**ITEM 5. Motion to reconvene to Open Session for the purpose of discussion and possible consideration on the matter entertained in Closed Session.**

MEMORANDUM

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, AUGUST 13, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, AUGUST 13, 2020** Council Meeting agenda items.

**(IX) NEW BUSINESS**

**ITEM 1 - Presentation of the 2020 G.O. Borrowing & possible refinance of the two 2015 Tax Increment District No. 3 State Trust Fund Loans by Financial Advisor Sean Lentz**

Financial Advisor Sean Lentz from Ehlers and Associates will present the Pre-Sale report for the 2020A General Obligation Promissory Notes for the 2020 Capital Projects.

Sean will also present a potential interest savings with the refinance of the two 2015 Tax Increment District No. 3 State Trust Fund Loans.

The City has received very favorable rates in the recent past with submitting requests from local banks to purchase the notes. The recommendation from staff is to begin with local banks by Ehlers sending a request for proposal out to local banks to purchase the notes. If the rates come back favorable, as they did in the past, the City will save issuance cost and bond rating fees.

Attached are the Pre-Sale Reports.

**Suggested Motion:** I move to approve/not approve Ehlers and Associates to send a request for proposal to local financial institutions to bid on purchasing the 2020A General Obligation Promissory Notes for the 2020 Capital Projects & refinancing the two 2015 State Trust Fund Revenue Loans with a Tax Increment Revenue Backing Loan.

August 13, 2020 (DRAFT)  
Pre-Sale Report for

# City of Altoona, Wisconsin

\$6,857,000 Tax Increment Revenue Bonds,  
Series 2020B



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**Prepared by:**

Ehlers  
3060 Centre Pointe Drive  
Roseville, MN 55113

**Advisors:**

Sean Lentz, Senior Municipal Advisor  
Brian Reilly, Senior Municipal Advisor  
Josh Low, Municipal Advisor

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**BUILDING COMMUNITIES. IT'S WHAT WE DO.**

## EXECUTIVE SUMMARY OF PROPOSED DEBT

### Proposed Issue:

\$6,857,000 Tax Increment Revenue Bonds, Series 2020B

### Purposes:

The proposed issue includes financing for the following purposes:

Refunding State Trust Fund Loan 2015A, and Refunding State Trust Fund Loan 2015B

- Current Refunding of STFL 2015A (\$3,229,000). Debt service will be paid from tax increment revenues.

This refunding is considered to be a Current Refunding as the obligations being refunded are either callable (pre-payable) now, or will be within 90 days of the date of issue of the new Bonds.

- Current Refunding of STFL 2015B (3,628,000). Debt service will be paid from tax increment revenues.

This refunding is considered to be a Current Refunding as the obligations being refunded are either callable (pre-payable) now, or will be within 90 days of the date of issue of the new Bonds.

Please see Exhibit 2 for the preliminary savings analysis.

### Authority:

The Bonds are being issued pursuant to Wisconsin Statute:

- 66.0621

The Bonds are not general obligations of the City but are payable only from and secured by a pledge of income and revenue to be derived from Tax Increment District No. 3.

### Term/Call Feature:

The Bonds are being issued for a term of four years. Principal on the Bonds will be due on March 1 in the years 2021 through 2024. Interest is payable annually beginning March 1, 2021.

The Bonds will be subject to prepayment at the discretion of the City any date.

### **Bank Qualification:**

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as “bank qualified” obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

### **Rating:**

Because the Bond is being offered to local banks, we recommend selling this issue non-rated.

### **Basis for Recommendation:**

Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Bonds as a suitable option based on:

- Tax Increment District No. 3 revenues available for debt service that provide sufficient coverage for the estimated principal and interest payments of the proposed Bonds.
- The repayment of the proposed issue matches the TID No. 3 cash flow forecast and assumes all TID No. 3 debt will be paid off in late 2024 or early 2025.

### **Method of Sale/Placement:**

We will solicit competitive bids for the purchase of the Bonds local and regional banks.

### **Review of Existing Debt:**

We have reviewed all outstanding indebtedness for the City and find that, other than the obligations proposed to be refunded by the Bonds, there are no other refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

### **Continuing Disclosure:**

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the “MSRB”), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

### **Arbitrage Monitoring:**

Because the Bonds tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be defined in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or contract with Ehlers to assist you. We also recommend that you establish written procedures regarding compliance with IRS rules and/or contract with Ehlers to assist you.

### **Investment of Bond Proceeds:**

To maximize interest earnings we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers is a registered investment advisor, and can assist the City in developing an appropriate investment strategy if needed.

### **Risk Factors:**

**Tax Increment Revenue:** The City expects to pay the Bond debt service with:

- Tax Increment Revenues

In the event TID revenues are insufficient to pay debt service, the Common Council is committing to consider appropriating funds from any other available sources in an amount sufficient to cover the shortfall. If it chooses to do so, the City may levy a tax to make up a shortfall. Any amount levied for this purpose is exempted from levy limits. While the City is not required to appropriate the funds necessary to remedy any shortfall in revenues needed to pay debt service, failure to do so would result in either a lack of access to capital markets in the future, or access at a substantially higher cost.

This refunding is being undertaken based in part on an assumption that the City does not expect to pre-pay off this debt prior to the new call date and that market conditions warrant the refunding at this time.

### **Other Service Providers:**

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their

role, or if you would like to use a different service provider for any of the listed services please contact us.

**Bond Counsel:** Quarles & Brady LLP

**Paying Agent:** City

**Rating Agency:** This issue will not be rated.

## PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by Common Council:	August 13, 2020
Distribute Offering Document:	Week of August 24, 2020
Common Council Meeting to Award Sale of the Bonds:	September 24, 2020
Estimated Closing Date:	October 15, 2020
Redemption Date for Bonds Being Refunded:	January 6, 2021

### Attachments

- Estimated Debt Service Schedule Sources and Uses of Funds
- Estimated Debt Service Comparison
- Increment Revenue Projections - TID No. 3

## EHLERS' CONTACTS

Sean Lentz, Senior Municipal Advisor	(651) 697-8509
Brian Reilly, Senior Municipal Advisor	(651) 697-8541
Josh Low, Municipal Advisor	(651) 697-8596
Rose Xiong, Public Finance Analyst	(651) 697-8589
Beth Mueller, Financial Analyst	(651) 697-8553

The Preliminary Official Statement for this financing will be sent to the Common Council at their home or email address for review prior to the sale date.



**City of Altoona, WI**

Debt Service and Capitalization Schedules

\$6,857,000 Tax Increment Revenue Refunding Bonds, Series 2020B

Year	Principal	Rate	Interest	Total P&I	Current Refunding STFL 2015A	Current Refunding STFL 2015B
2020						
2021	777,000	3.00%	77,713	854,713	402,595	452,117
2022	672,000	3.00%	182,400	854,400	402,890	451,510
2023	692,000	3.00%	162,240	854,240	402,380	451,860
2024	4,716,000	3.00%	141,480	4,857,480	2,286,600	2,570,880
<b>Totals</b>	<b>6,857,000</b>		<b>563,833</b>	<b>7,420,833</b>	<b>3,494,465</b>	<b>3,926,367</b>

<b>Issue Summary</b>				
<u>Key Dates</u>				
Dated Date:			10/15/2020	
First Interest Payment:			3/1/2021	
First Principal Payment:			3/1/2021	
<u>Projected Interest Rates</u>				
True Interest Cost (TIC):			3.37%	
All Inclusive Cost (AIC):			3.65%	
<u>Sources and Uses</u>		Total	Current Refunding STFL 2015A	Current Refunding STFL 2015B
Par Amount of Note		6,857,000	3,229,000	3,628,000
<b>Total Sources</b>		<b>\$ 6,857,000</b>	<b>\$ 3,229,000</b>	<b>\$ 3,628,000</b>
Total Underwriter's Discount (1.000%)		68,570	32,290	36,280
Costs of Issuance		50,000	23,545	26,455
Deposit to Current Refunding Fund		6,738,135	3,172,345	3,565,790
Rounding Amount		295	820	(525)
<b>Total Uses</b>		<b>\$ 6,857,000</b>	<b>\$ 3,229,000</b>	<b>\$ 3,628,000</b>

City of Altoona, WI

Estimated Refunding Savings Analysis

Year	PRIOR TO THE REFUNDING				FOLLOWING THE REFUNDING				DEBT SERVICE SAVINGS
	Existing Debt Service (to be refunded)				New Debt Service				
	\$4,000,000 STFL 2015A \$4,541,307 STFL 2015B Dated: 10/1/2015				\$6,857,000 Tax Increment Revenue Bond, Series 2020B Dated: 10/15/2020				
	Principal 3/15	Rate	Interest 3/15 & 12/31	Net Debt Service	Principal 3/1	Rate	Interest 3/1 & 9/1	Net Debt Service	
2020									
2021	601,831	4.50%	292,506	894,337	777,000	3.00%	77,713	854,713	39,624
2022	628,913	4.50%	265,423	894,337	672,000	3.00%	182,400	854,400	39,937
2023	657,215	4.50%	237,122	894,337	692,000	3.00%	162,240	854,240	40,097
2024	686,221	4.50%	208,116	894,337	4,716,000	3.00%	141,480	4,857,480	(3,963,143)
2025	717,669	4.50%	176,667	894,337				-	894,337
2026	749,964	4.50%	144,372	894,337				-	894,337
2027	783,713	4.50%	110,624	894,337				-	894,337
2028	818,773	4.50%	75,563	894,337				-	894,337
2029	855,824	4.50%	38,512	894,337				-	894,337
<b>Total</b>	<b>6,500,123</b>		<b>1,548,906</b>	<b>8,049,029</b>	<b>6,857,000</b>		<b>563,833</b>	<b>7,420,833</b>	<b>628,197</b>

Notes:

Plus Rounding: 295

Total Cash Flow (Future Value) Savings:	\$628,492
Present Value Savings of 3.305%:	\$226,646

<u>Sources</u>		<u>Uses</u>	
Par Amount of Bonds	6,857,000	Underwriters Discount	68,570
		Costs of Issuance	50,000
		Deposit to Current Refunding Fund	6,738,135
		Rounding Amount	295
<b>Total:</b>	<b>6,857,000</b>		<b>6,857,000</b>

City of Altoona, WI

Tax Increment Forecast - New Development & Refinancing

TID No. 3

District Classification	Blight
Creation Year	2001
Creation Date	9/13/2001
End of Expenditure Period	9/13/2023
Maximum Life of District (Final Year)	9/13/2028
Final Revenue Year	2029

<b>2019 Audited Financial Statement</b>
Balance: <b>(2,296,418)</b>

The negative balance was funded with advances from other City funds.

YEAR			REVENUE							Total Projected Revenue
Construction Year	Valuation Year	Revenue Year	New Valuation	TID Value Increment	Tax Rate	Projected Tax Revenue	Projected Trans. from TID No. 2	Computer Aid	Personal Property Adjustment	
2017	2018	2019								-
2018	2019	2020		204,108,200	21.10	4,306,208	-			4,306,208
2019	2020	2021		<b>251,436,100</b>	21.10	5,304,717	-			5,304,717
2020	2021	2022	(9,166,200)	242,269,900	21.10	5,111,331	49,198			5,160,530
2021	2022	2023	9,000,000	251,269,900	21.10	5,301,210	249,104			5,550,314
2022	2023	2024	1,000,000	252,269,900	21.10	5,322,308	249,104			5,571,412
2023	2024	2025		252,269,900	21.10	5,322,308				5,322,308
2024	2025	2026		252,269,900	21.10	5,322,308				5,322,308
2025	2026	2027		252,269,900	21.10	5,322,308				5,322,308
2026	2027	2028		252,269,900	21.10	5,322,308				5,322,308
2027	2028	2029		252,269,900	21.10	5,322,308				5,322,308

YEAR			EXPENSES													BALANCE			
Construction Year	Valuation Year	Revenue Year	1st Lien	1st Lien	2012	2014B	2015	2016A	Projected	River Prairie	Hayden Avenue	Bartlett Ave. / KB	Parking Lots Easement & Under Bridg.	General Admin. & Engineering TID Exp.	Parking	Projected Develop. Incentives	Total Projected Expenses	Annual Balance	Cumulative Balance
			2015 State Trust Fund Loan	2015 State Trust Fund Loan	G.O.	G.O.	G.O.	G.O.	2020B Tax Inc. Rev. Bond	Extra Construction Projects									
2017	2018	2019																	(2,296,418)
2018	2019	2020			110,280	690,025	188,000	607,240		327,752	435,770	589,694	136,000	50,694	94,000	45,000	4,168,792	137,416	(2,159,002)
2019	2020	2021			113,705	692,725	194,600	602,878	854,713					50,000		45,000	2,553,620	2,751,096	592,095
2020	2021	2022			105,945	695,125	191,000	603,428	854,400					50,000		45,000	2,544,898	2,615,632	3,207,727
2021	2022	2023				699,000	187,400	603,803	854,240					50,000		100,000	2,494,443	3,055,872	6,263,598
2022	2023	2024				703,688	193,800	604,003	4,857,480					50,000			6,408,970	(837,558)	5,426,040
2023	2024	2025						604,028									604,028	4,718,280	10,144,320
2024	2025	2026						611,504									611,504	4,710,804	14,855,125
2025	2026	2027															-	5,322,308	20,177,432
2026	2027	2028															-	5,322,308	25,499,740
2027	2028	2029															-	5,322,308	<b>30,822,048</b>

August 13, 2020 (DRAFT)  
Pre-Sale Report for

# City of Altoona, Wisconsin

\$2,100,000 General Obligation Promissory Notes,  
Series 2020A



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**Prepared by:**

Ehlers  
3060 Centre Pointe Drive  
Roseville, MN 55113

**Advisors:**

Sean Lentz, Senior Municipal Advisor  
Brian Reilly, Senior Municipal Advisor  
Josh Low, Municipal Advisor

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**BUILDING COMMUNITIES. IT'S WHAT WE DO.**

## EXECUTIVE SUMMARY OF PROPOSED DEBT

### Proposed Issue:

\$2,100,000 General Obligation Promissory Notes, Series 2020A

### Purposes:

The proposed issue includes financing for the following purpose:

- 2020 Streets & Capital Projects (\$2,100,000). Debt service will be paid from ad valorem property taxes.

### Authority:

The Notes are being issued pursuant to Wisconsin Statute:

- 67.04

The Notes will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

### Term/Call Feature:

The Notes are being issued for a term of 10 years. Principal on the Notes will be due on December 1 in the years 2021 through 2029, with a final payment on June 1, 2030. Interest is payable every six months beginning June 1, 2021.

The Notes will be subject to prepayment at the discretion of the City on any date thereafter.

### Bank Qualification:

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Notes as “bank qualified” obligations. Bank qualified status broadens the market for the Notes, which can result in lower interest rates.

### Rating:

Because the Note issue is being offered to local banks, we recommend selling this issue non-rated as the cost of the rating would not be expected to be offset by the potential lower interest rates resulting from obtaining a rating.

### **Basis for Recommendation:**

Based on our knowledge of your situation, your objectives communicated to us, our advisory relationship as well as characteristics of various municipal financing options, we are recommending the issuance of Notes as a suitable option based on:

- The expectation this form of financing will provide the overall lowest cost of funds while also meeting the City's objectives for term, structure and optional redemption.
- The City having adequate General Obligation debt capacity to undertake this financing

### **Method of Sale/Placement:**

We will solicit competitive bids for the purchase of the Notes from local and regional banks.

The City requested Ehlers solicit proposals similar to the approach used in 2019 which resulted in two successful Note sales.

### **Review of Existing Debt:**

We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

### **Continuing Disclosure:**

This issue is exempt from any continuing disclosure requirements. The Purchaser may request delivery of audited financial statements on an annual basis.

### **Arbitrage Monitoring:**

Because the Notes tax-exempt obligations, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be defined in the Tax Exemption Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or contract with Ehlers to assist you. We also recommend that you establish written procedures regarding compliance with IRS rules and/or contract with Ehlers to assist you.

### **Investment of Note Proceeds:**

To maximize interest earnings we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to pay project costs. Ehlers is a registered investment advisor, and can assist the City in developing an appropriate investment strategy if needed.

### **Other Service Providers:**

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

**Bond Counsel:** Quarles & Brady LLP

**Paying Agent:** City

**Rating Agency:** This issue will not be rated.

## PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by Common Council:	August 13, 2020
Distribute Offering Document:	Week of August 24, 2020
Common Council Meeting to Award Sale of the Notes:	September 24, 2020
Estimated Closing Date:	October 15, 2020

### Attachments

- Estimated Debt Service Schedule and Sources and Uses of Funds
- Estimated General Obligation Borrowing Capacity (Chart)
- Estimated General Fund Debt Levy (Chart)

## EHLERS' CONTACTS

Sean Lentz, Senior Municipal Advisor	(651) 697-8509
Brian Reilly, Senior Municipal Advisor	(651) 697-8541
Josh Low, Municipal Advisor	(651) 697-8596
Rose Xiong, Public Finance Analyst	(651) 697-8589
Beth Mueller, Financial Analyst	(651) 697-8553



City of Altoona, WI

Estimated Debt Service and Capitalization Schedules

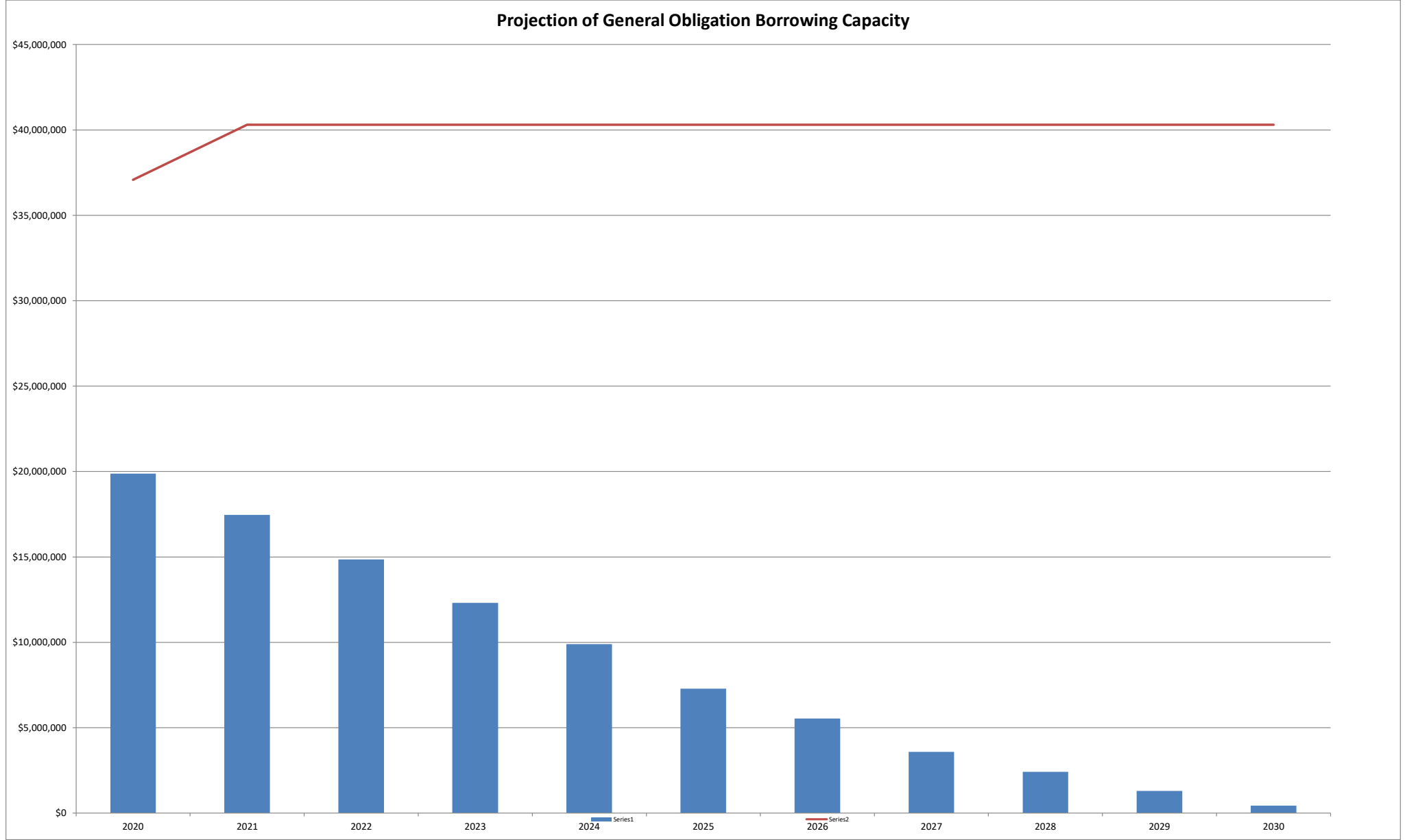
\$2,100,000 General Obligation Promissory Notes, Series 2020A

Year	Principal	Rate	Interest	Total P&I
2020				
2021	115,000	0.65%	31,121	146,121
2022	50,000	0.75%	26,848	76,848
2023	25,000	0.85%	26,473	51,473
2024	100,000	0.95%	26,260	126,260
2025	100,000	1.10%	25,310	125,310
2026	310,000	1.20%	24,210	334,210
2027	315,000	1.30%	20,490	335,490
2028	320,000	1.40%	16,395	336,395
2029	325,000	1.50%	11,915	336,915
2030	440,000	1.60%	3,520	443,520
<b>Totals</b>	<b>2,100,000</b>		<b>212,541</b>	<b>2,312,541</b>

<b>Issue Summary</b>	
<b>Key Dates</b>	
Dated Date:	10/15/2020
First Interest Payment:	6/1/2021
First Principal Payment:	12/1/2021
<b>Projected Interest Rates</b>	
Assuming Current G.O. BQ "AA-" Market Rates + 25 Bpts	
True Interest Cost (TIC):	1.57%
All Inclusive Cost (AIC):	1.97%
<b>Sources and Uses</b>	
	<b>Total</b>
Par Amount of Notes	2,100,000
<b>Total Sources</b>	<b>\$ 2,100,000</b>
Underwriter's Discount (1.200%)	25,200
Costs of Issuance	55,000
Deposit to Project Fund	2,017,325
Rounding Amount	2,475
<b>Total Uses</b>	<b>\$ 2,100,000</b>

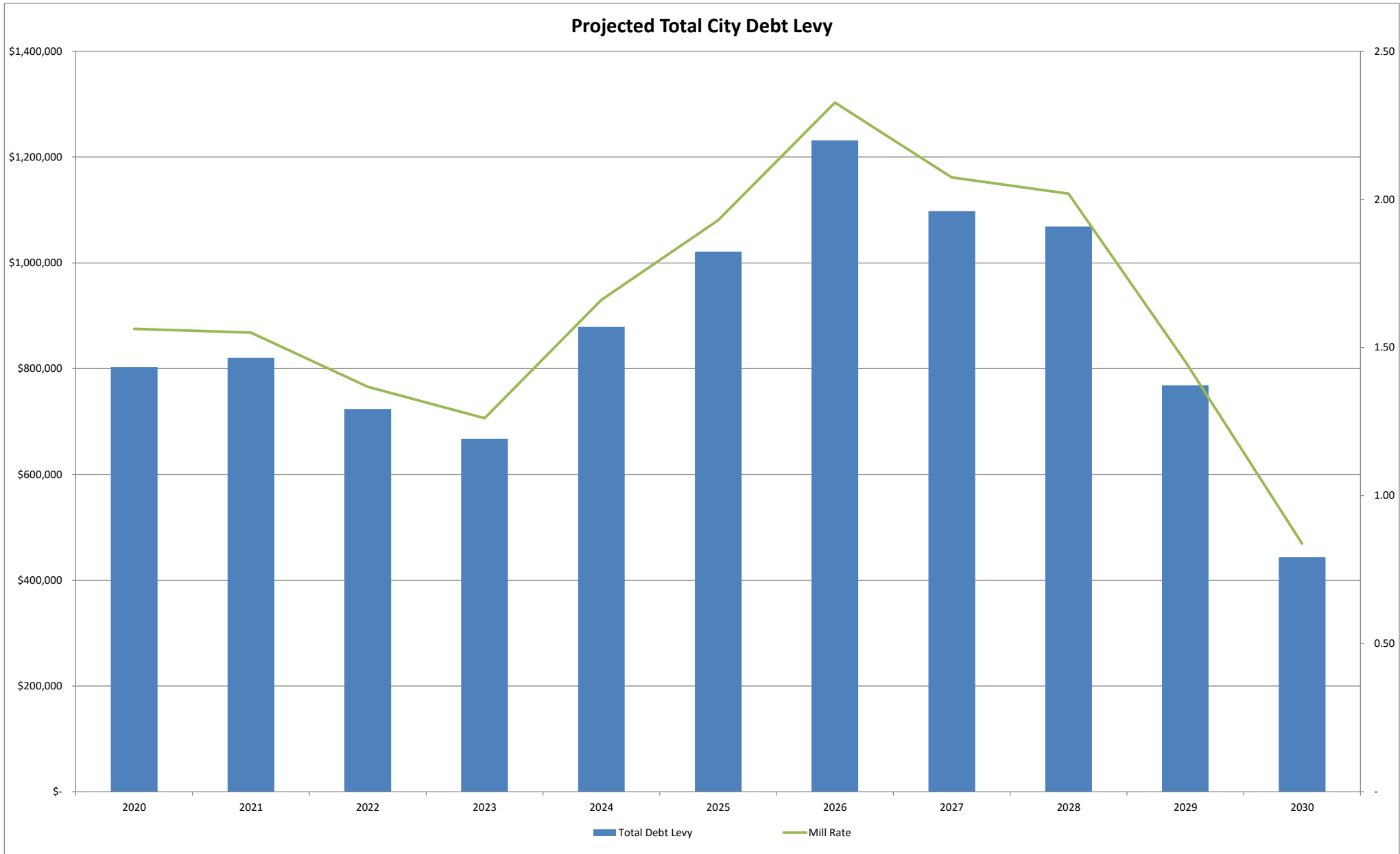
**Exhibit 2**

For Discussion Only



**Exhibit 3**

For Discussion Only



[To Agenda>>](#)

MEMORANDUM

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, AUGUST 13, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, AUGUST 13, 2020** Council Meeting agenda items.

**(IX) NEW BUSINESS**

**ITEM 2 - Presentation by Altoona Historical Society regarding occupancy of the existing 10th Street Recreation Center, possible action to follow.**

The Altoona Historical Society, as well as the Altoona Compassion Coalition, have expressed interest in occupying the existing 10th Street Recreation Center after the new Recreation Building is constructed. It is my understanding that the two organizations have met and both agree that the building is not big enough for both organizations. Therefore, Altoona Compassion Coalition is not pursuing use of the building.

Representatives from the Historical Society will be present at the meeting to present a plan for taking over and managing the building. Don Winrich has provided an outline of their plan for your consideration. If the Council is in favor of moving forward with the plan presented, an agreement would be required to memorialize the terms of building occupancy. That agreement would come back to Council for consideration. Staff is seeking direction from Council regarding whether the plan presented is acceptable, and if staff should proceed to work with the Historical Society in crafting an agreement for Council's consideration.

**Suggested Motion:** I move to direct/not direct staff to move forward in cooperation with the Altoona Historical Society in crafting an agreement for Council's consideration outlining terms of use of the existing 10th Street Recreation Center.

# ALTOONA HISTORICAL SOCIETY, INC.

## *Business Plan Outline*

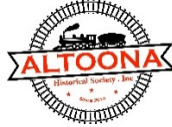
**museum**  
/myoo'zēəm/

a building in which objects of historical, scientific, artistic, or cultural interest are stored and exhibited.

August 4, 2020

## *Looking at our Past*

- a. The name of the society is Altoona Historical Society, Inc., and from this point forward will be recognized in this document as AHSI.
- b. Logo



- c.
- d. Time span for this business plan outline is 2020 – 2025.
- e. Mission Statement
  - i. The AHSI was officially organized May 7, 2010 by an act of incorporation in the State of Wisconsin, given its non-profit status by the IRS in 2016 as an educational organization exclusively to collect, organize, preserve, protect, promote, and present the history of Altoona including but not limited to securing documents, photographs, video and audio recordings of individuals and groups, artifacts and historical buildings of interest to current and future citizens of Altoona and the surrounding area, consistent with and guided by the by-laws of the State of Wisconsin Historical Society.
- f. History of Historical AHSI
  - i. The current AHSI was incorporated in 2010 and received IRS non-profit status (501C3) in 2016. AHSI was founded by John and Amy Thurston, Jack Blackburn, James Klingbeil, Mark Hagen, Herb Ruscin, John Udler, Mark Quam, and Roger Rasmussen holding its first meeting in 2009. An earlier historical organization was created to celebrate Altoona's Centennial in 1988. This organization ceased to exist soon after the Centennial event and all funds created were eventually transferred to AHSI.
  - ii. Officers elected at the first annual meeting in 2010 were Mark Quam-President; Roger Rasmussen-Vice-President; Jack Blackburn-Treasurer; and James Klingbeil-Secretary. Additional board level positions were soon created for Historian and Parliamentarian. The initial organizational meetings created a business address, banking, and mailbox information, plus protocol and procedures for meetings. The Wisconsin Historical Organization provided a liaison connection this person met with the Board and provided guidance. Incorporation papers were filed with the State of Wisconsin. Initial application forms were developed for non-profit status. Both incorporation approval and non-profit status approval is in place.
  - iii. During its infancy AHSI held informational meetings for new members, speakers for public forums, assistance to public school historical events, developed several calendars for sale, and sold various books/booklets at public events. Additional events include the

above plus interviews of individuals identified as having important historical information and experience as Altoona residents. A continuation of the collection, organization, preservation, and presentation of historical documents, photographs and artifacts will serve as the major focus during 2016-2018.

g. By-Law

- i. The Altoona Historical Society, Inc. operates under By-Laws developed by its Board of Directors and those are available upon request.

h. Current Board Members

- i. Don Winrich - President
- ii. Roger Rasmussen – Vice President
- iii. Lee Lundgren – Secretary
- iv. Jim Hager – Treasurer
- v. John Glassbrenner – Historian
- vi. Mark Quam – Parliamentarian
- vii. Jim Klingbeil – Board Member
- viii. Dawn Severson – Board Member
- ix. Dan Hanson – Board Member
- x. Vicki Iverson – Calendar Committee Member

i. AHSI Financial Profile

Scholarship Account	\$5,449.00
General Savings Account	\$2,505.00
Checking Account	\$1,203.00
Total	\$9,157.00

j. Achievements Examples

- i. Publish Yearly Calendars
- ii. Displays with Attendee Interactions at Altoona’s National Night Out
- iii. Attend Parades with Railroad Speeder in Altoona and Surrounding Communities
- iv. Scan Altoona High School Yearbooks by Khalia Mork, Student Intern from Altoona High School
- v. City of Altoona Research by Glenn Walborn, Student Intern from UWEC
- vi. Support Altoona High School History Programs
- vii. Audio and Video taping of Altoona residents
- viii. Conduct monthly meetings open to all Altoona residents
- ix. Sold books that were written and published by historical members

k. Communication Forms of AHSI

- i. Facebook Page
- ii. Web Site ([altoonawisconsinhistoricalsociety.org](http://altoonawisconsinhistoricalsociety.org))
- iii. PO Box 1, Altoona, WI 54720
- iv. Telephone Number 715-559-3938

- v. E-Mail – dlwinrich@charter.net
- l. History of Altoona Books & Articles
  - i. A History of Altoona by Gerald A. Hagen
  - ii. The Old Altoona Public School by John R. Thurston
  - iii. The Red Caboose by Jack E. Blackburn, Roger Rasmussen, and John R. Thurston
  - iv. Jesse Jensen Principle, Teacher, and Coach by Joyce Hoyt and John R. Thurston
  - v. A Story of Personal Triumph by Fuzzy Thurston and Bill Wenzel
  - vi. The Omaha Road Chicago, St. Paul, Minneapolis & Omaha by Stan Mailer
  - vii. The Headlight by Altoona High School
  - viii. The Ice House by Larry Sturz

## ***Looking Towards the Future***

- m. Goals of ASHI
  - i. Acquire a Facility for a Museum
    - 1. Recreation Facility in Altoona’s 10<sup>th</sup> St. Park
      - a. When it was learned that the recreation building in Altoona’s 10<sup>th</sup> St. Park might be torn down, we approached the City of Altoona with thoughts of an AHSI museum in that facility.
      - b. Our organization has worked for 10 years to have a museum in Altoona. With that thought in mind, we would like to have the City of Altoona gift us the use of the facility on a 10-year lease with lease cost of \$1.00 per year with an option to buy it for \$1.00 at the end of the 10-year period. The City of Altoona will maintain ownership of the facility.
      - c. Our organization will maintain the facility, inside and out. We have toured the facility and the inside and outside needs some good cleaning and fresh paint. Along with cleaning and painting, AHSI will cover property liability insurance and all utilities.
      - d. If the City of Altoona agrees to let us lease the facility, we believe the furnaces, water system, and sewer system should be checked and repaired if necessary, at the expense of the City of Altoona. It is my understanding that there have been issues with these items in the past. In the event the furnace, AC, and any permanent equipment fails, that expense would be paid for by the City of Altoona.



- e. The area around the facility would make an excellent spot to display the Railroad Speeder for residents and visitors to view.
  - f. It has been our understanding that Altoona Compassion Coalition would also like to use the facility, but our preference would be to use the lower level for AHSI meetings, and the upper level would be the museum. The thought behind this is to have the museum open to those handicapped residents, other residents, and visitors.
- ii. Mission Statement Focus
    - 1. AHSI is an educational organization exclusively to collect, organize, preserve, protect, promote, and present the history of Altoona including but not limited to securing documents, photographs, video and audio recordings of individuals and groups, artifacts and historical buildings of interest to current and future citizens of Altoona and the surrounding area, consistent with and guided by the by-laws of the State of Wisconsin Historical Society.
- iii. Membership Growth Campaign
    - 1. Our current total membership is 38. We expect to grow the organization by 10% per year for each of the next 5 years.
      - a. 2021 = 42
      - b. 2022 = 46
      - c. 2023 = 51
      - d. 2024 = 56
      - e. 2025 = 61
- iv. Fund Raising Campaign
    - 1. City and Community Fund Raiser
      - a. For the AHSI to continue growth, we need to run a fund-raising campaign. The campaign would be geared towards the residents and businesses in the City of Altoona. We would need permission from the City of Altoona to operate a fund-raising campaign through the year of 2021 with a goal in mind of \$100,000.
    - 2. Pie and Ice Cream Social Fund Raiser
      - a. 2021 = Spring & Fall (Dates to be determined)
      - b. 2022 = Spring & Fall (Dates to be determined)
      - c. 2023 = Spring & Fall (Dates to be determined)
      - d. 2024 = Spring & Fall (Dates to be determined)
      - e. 2025 = Spring & Fall (Dates to be determined)

**QUALIFICATIONS PRESENTATION**

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**DONALD L. WINRICH**

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**10873 21st Ave  
Chippewa Falls, WI 54729  
dlwinrich@charter.net  
(715) 559-3938**

**Professional Objective:**

To enhance the productivity and profitability of a progressive organization by utilizing my expertise in manufacturing/process management, staff leadership, and related areas.

**Profile of Qualifications:**

Lengthy background in the pulp, paper, tissue, and diaper manufacturing industry has been marked by achievements in the following areas:

- ◆ **Production Management:** direction of multiple facilities, budget development/administration, staff oversight (supervisory and line personnel), coordination of plant/equipment programs emphasizing continuous improvement in productivity and quality.
- ◆ **Process/Project Management:** development of integrated process management systems and downtime tracking programs; coordination of facility start-up/shutdown/consolidation/restructuring projects, identification of customer KOVs, control of manufacturing KIVs.
- ◆ **Leadership:** direct and indirect supervision, motivation/team building, training/development and incentive programs, group facilitation/coordination.
- ◆ **Product Development:** research and development activities, design/installation/implementation of new equipment, interface with sales and marketing.

Outstanding communication and interpersonal skills enhance my effectiveness as a leader, coordinator, and manager. Thrive in situations that offer challenge, variety and opportunities to initiative projects/programs that enhance efficiency and productivity. Versatile, resourceful, and responsive to change. Willing to relocate.

**EXPERIENCE HIGHLIGHTS**

*Retired; 2008-Present]*

*VP of Operations / Presto Absorbent Products [Eau Claire, WI; 2005-2008]*

Direct the daily operations and oversee short- and long-range planning. This facility had gross sales of \$58 million in 2007, \$45 million in assets, and \$1 million in yearly capital plan. Oversee 7 salaried direct reports, 15 salaried indirect reports, and 114 hourly employees. Responsible for production, quality, safety, staffing, and product/plant/equipment functions.

*Accomplishments:*

- ◆ Grew the manufacturing operation to support sales of \$20 million in 2005 to a projected level of \$71 million in 2008.
- ◆ Implemented an OEE program to track machine speed, downtime, and product quality. In late 2005 the OEE level was at 43.0% and it's current level is at a record high of 59.2%.
- ◆ Implemented pay for performance incentive program.
- ◆ Implemented a technician system that rewards employees for skill and knowledge.
- ◆ Restructured the payroll program to reduce employee overtime.
- ◆ Redesigned the quality program and implemented a process management program.
- ◆ Implemented two programs within the Continuous Improvement family and those were 5S and SMED.
- ◆ Reduced product cost where possible via material substitution.
- ◆ Developed new product lines to meet the needs of the customers.
- ◆ Installed two new production lines. One line was an adult underwear machine and the other line was a baby diaper training pant machine.
- ◆ Relocated the Atlanta, GA facility to the Eau Claire, WI facility. This included 3 production lines.

- ◆ Reduced the scrap level on all lines.
- ◆ Implemented the package compression pack project on the adult products to match competition and reduce costs.
- ◆ Restructured the management staff to improve the weak and unproductive areas.

***Resident Manager / Cascades Tissue [Kingman, AZ; 2003-2005]***

The Kingman, Arizona facility was a start up facility and was designed to produce industrial and retail tissue for the west coast market. Within the frame work of the start up, we had a \$12 million start up budget. I oversaw 6 salaried direct reports, 6 salaried indirect reports, and 68 hourly employees. Responsible for production, quality, safety, staffing, and product/plant/equipment functions.

*Accomplishments:*

- ◆ Hired the direct and indirect reports to support the facility start up.
- ◆ Assisted sales in developing the west coast customer base.
- ◆ Installed 10 production units. 7 production units were designed for the industrial business and 3 were designed for the retail business.
- ◆ Developed and implemented an employee training program.
- ◆ Implemented a technician system that rewarded employees for skill and knowledge.
- ◆ Developed the quality program and implemented a process management program.

***Resident Manager / Cascades Tissue [Eau Claire, WI; 2001-2003]***

Directed the daily operations and oversaw short- and long-range planning. This facility had \$75 million in gross sales, \$55 million in assets, and \$9 million in yearly capital plan. I oversaw 6 salaried direct reports, 23 salaried indirect reports, and 252 hourly union employees. Responsible for production, quality, safety, staffing, and product/plant/equipment functions.

*Accomplishments:*

- ◆ Restructured the management staff. This was implemented to improve weak and unproductive areas and reduce cost.
- ◆ Set record profits. This was accomplished with budget training, development, accountability, fiber improvements, and productivity improvements in paper making and converting, maintenance program development, and the implementation of a formal cost reduction program.
- ◆ Redesigned the quality program and implemented an integrated process management program.
- ◆ Reduced product cost where possible and developed new product lines that met the performance standards of the major brands.

***Director of Manufacturing / PlainwellTissue [Mendota Heights, MN; 1999-2001]***

Directed the manufacturing assets of 3 tissue-producing facilities to ensure the company's position as a low-cost producer. This included the day to day operations, short- and long-range planning, the analysis and acquisition of leading edge technology, and the adoption of world class capabilities throughout the process.

This position was also responsible for the product development and quality systems within the Consumer Products Division.

*Accomplishments:*

- ◆ Understand and document the manufacturing and process capabilities of competitors and answer, as feasible, with in-house or acquired capabilities.
- ◆ Identified capital investment opportunities providing outstanding return on investment in cost reduction or capacity increases.
- ◆ Identified and eliminated bottlenecks in the process; proposed the resolutions to factors limiting production increases.

- ◆ Coordinated with out-source providers or consultants on leading edge, world class manufacturing concepts and application that are not feasible or practical to provide in house.
- ◆ Pursued innovative approaches to cost reduction via headcount reductions and new methods of work.
- ◆ Participated in the product development process. Balanced market needs with manufacturing capabilities. Explored manufacturing capabilities and opportunities to increase sales volume and improve profitability.
- ◆ Reviewed and approved plans for the control of production outputs, budget spending, labor efficiency and engineering effectiveness.
- ◆ Reviewed performance against operating plans and standards. Provided monthly reports as requested by the General Manager.
- ◆ Developed and recommended for approval division operating policy within the plants.
- ◆ Reviewed and approved all major capital projects for the division prior to submission to General Manager.
- ◆ Involved in labor contract administration on significant issues.
- ◆ Issue specific annual objectives to immediate subordinates.
- ◆ Selected and maintained qualified personnel in all critical manufacturing positions.
- ◆ Maintained appropriate communication within area of responsibility.
- ◆ Identified training needs and initiates development of subordinates.

***Resident Manager / Pope & Talbot [Ransom & Pittston, PA; 1996-1999]***

Directed the daily operations and oversaw short- and long-range planning for two manufacturing facilities in Northeastern Pennsylvania. These Facilities have \$70 Million in gross sales, \$50 million in assets, \$40 million in variable and fixed budgets, and \$10 million in yearly capital plan. Oversaw 8 salaried direct reports, 30 salaried indirect reports, and 326 hourly union employees. Responsible for production, quality, safety, staffing, and product/plant/equipment functions.

***Accomplishments:***

- ◆ Restructured 35% of management staff. This was implemented to improve weak and unproductive areas.
- ◆ Assisted in bringing the customer base back to the Pennsylvania operations and focused on ways to improve customer service.
- ◆ Set record profits in 1997. This was accomplished with budget training, development, accountability, fiber improvements, productivity improvements in paper making and converting, maintenance program development, and the implementation of a formal cost reduction program.
- ◆ Redesigned the quality program and implemented an integrated process management program.
- ◆ Reduced product cost where possible and developed new product lines that met the performance standards of the major brands.

***Diaper Operations Manager / Pope & Talbot [Portland, OR; 1995-1996]***

Directed daily operations and oversaw long-range planning for four manufacturing facilities in the United States. Developed and administered operating budgets of \$141 million. Oversaw 5 salaried direct reports, 36 salaried indirect reports, and 343 hourly employees. Managed the engineering and product development groups for diaper operations. Responsible for production, quality, staffing and product/plant/equipment improvement functions.

***Accomplishments:***

- ◆ Restructured product development group and provided it with the leadership, motivation, and vision necessary to realize significant improvements in quality and market share of Pope & Talbot's private label product.
- ◆ Implemented \$4 million cost improvement program; chaired group that created the program within a four-month period.
- ◆ Instrumental in significant productivity increases and waste reductions within each plant.

***Process Manager – Diaper & Tissue Converting / Pope & Talbot [Portland, OR; 1992-1995]***

Developed, implemented, and oversaw an innovative integrated process management system for diaper and tissue operations in five states. Identified consumer Key Output Variables (KOVs) and the Key Input Variables (KIVs) that control them. Managed engineering functions for diaper operations and supervised training programs required to ensure readiness of equipment and employees.

*Accomplishments:*

- ◆ Initiated the development of the process management program, the first of its kind within Pope & Talbot.
- ◆ Created a manual downtime tracking program and later coordinated its conversion to a computerized system.

***Manufacturing Manager – Diaper Converting Operations / Pope & Talbot [Newnan, GA; 1990-1992]***

Managed daily operations for up to six facilities, with particular emphasis on production quality, staff oversight, and overall plant management. Supervised engineering group to ensure equipment readiness.

***Special Products Manager – Diaper Converting Operations / Pope & Talbot [Newnan, GA; 1987-1990]***

Coordinated start-up of Shenandoah operation, including both its baby and adult diaper lines. Tracked new product features, developed equipment/process to accommodate those features, and oversaw production activities at several locations.

*Accomplishments:*

- ◆ Instrumental in design, fabrication, and implementation of new equipment.
- ◆ Completed a four-month assignment as Product Development Manager. Worked with sales and marketing personnel to determine future products and associated processes, developed fluff-related areas, and implemented new products/processes in multiple locations.

Additional Positions (within Pope & Talbot as well as companies purchase/absorbed):

- ◆ Diaper Converting Operations [1975-1987]: Superintendent and Senior Supervisor.
- ◆ Tissue Converting Operations [1963-1975]: Supervisor, Spare Supervisor, Rewinder Operator, Spare Rewinder Operator, Packer, #1 Rewinder Operator, Transport Driver, Box Maker, Spare Transport Driver, Sanitation.
- ◆ Printing Operations [1963]: Pressman's Helper, General Labor.

**EDUCATION**

**Business Administration** coursework, University of Wisconsin (Eau Claire, WI)  
**Technical Development** programs, Chippewa Valley Technical College (Eau Claire, WI)

**PERSONAL INFORMATION**

- ◆ Past Member, Toastmasters International
- ◆ Past Junior Achievement Advisor
- ◆ Past girls' basketball coach.
- ◆ Past Member of Eagles Aerie 2213
- ◆ Member of Bethlehem Lutheran Church
- ◆ President of Altoona Alumni Association
- ◆ President of Altoona Historical Society
- ◆ Past volunteer at Sacred Heart Hospital

- ◆ Past member of Altoona Lions Club
- ◆ Enjoy photography, snow shoeing, bowling, golf, fishing, and personal computers.

[To Agenda>>](#)

**MEMORANDUM**

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, AUGUST 13, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, AUGUST 13, 2020** Council Meeting agenda items.

**(IX) NEW BUSINESS**

**ITEM 3 - Discuss/consider approval of Ordinance 8A-20, an Ordinance creating Chapter 9.49 of the Altoona Municipal Code “Camping” to define camping in the City of Altoona.**

From time to time we have discovered persons who establish campsites, for the purpose of maintaining a temporary place to live, on sidewalks, public rights-of-way, under bridges, and so forth. Such actions create unsafe and unsanitary living situations which pose a threat to the peace, health or safety of those persons and other persons of the city. Further, such actions interfere with the rights of others to use those areas for the purposes for which they were intended.

Attached for your consideration is Ordinance 8A-20, an Ordinance creating Chapter 9.49 “Camping” to define camping in the City of Altoona.

**Suggested Motion:** I move to approve/not approve Ordinance 8A-20, an Ordinance creating Chapter 9.49 “Camping”.



**ORDINANCE NO. 8A-20**

**An ordinance of the Altoona Common Council creating Chapter 9.49 of the Altoona Municipal Code “Camping” to define camping in the City of Altoona.**

**THE COMMON COUNCIL OF THE CITY OF ALTOONA DOES HEREBY ORDAIN AS FOLLOWS:**

**Section One:**

That Chapter 9.49 “Camping” be created to define camping in the City of Altoona.

**Section Two:**

A copy of Chapter 9.49 is permanently on file and open to public inspection in the office of the Altoona City Clerk, and is incorporated by reference herein.

**Section Three:**

This Ordinance shall take effect and be in force from and after its passage and publication.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Brendan Pratt, Mayor

\_\_\_\_\_  
Cindy Bauer, City Clerk

Approved: \_\_\_\_\_

Published: \_\_\_\_\_

Adopted: \_\_\_\_\_

**Title 9**  
**PUBLIC PEACE, MORALS AND WELFARE**

**Chapters:**

**I. Offenses by or Against Public Officers and Government**

- 9.02 Assisting Escape of Prisoners**
- 9.04 False Fire Alarms**
- 9.06 Impersonation of and Interference with Officers**
- 9.08 Regulations Pertaining to Library Materials**
- 9.10 (Reserved)**

**II. Offenses Against the Person**

- 9.12 Trespass to Land and Dwellings**
- 9.14 (Reserved)**

**III. Offenses Against Health and Safety**

- 9.16 Aircraft Landings**
- 9.18 Boating**
- 9.20 Sale and Discharge of Fireworks**
- 9.21 Drug Paraphernalia Ordinance**
- 9.22 Marijuana**
- 9.23 Public Intoxication**
- 9.24 Tobacco Product and E-Cigarette Use by Minors Prohibited**
- 9.25 Synthetic Cannabinoid Prohibited**

**IV. Offenses Against the Public Decency**

- 9.26 Gambling, Lotteries and Fraudulent Devices**
- 9.28 Indecent Conduct and Language**
- 9.30 (Reserved)**
- 9.32 (Reserved)**

**V. Offenses Against the Public Peace**

- 9.34 Disorderly Conduct**
- 9.36 Noise Prohibitions**
- 9.38 Obstructions**
- 9.40 Vagrancy**
- 9.42 Truancy**
- 9.46 Simple Battery**

**VI. Offenses Against Property**

- 9.48 Damage to Property**
- 9.49 Camping**
- 9.50 Littering**
- 9.52 Worthless Checks**
- 9.53 Theft**
- 9.54 Retail Theft**
- 9.55 Fraud on Hotel or Restaurant Keeper, Recreational Attraction, Taxicab Operator or Gas Station.**

**VII. Offenses By or Against Minors**

- 9.56 Activities By Juveniles**
- 9.58 Airguns and Springguns**
- 9.60 Circuit Court Jurisdiction Over Persons Fourteen,  
Fifteen, Sixteen and Seventeen Years of Age**

**VIII. Weapons**

- 9.62 Weapons—Possession and Discharge**
- 9.64 Bow Hunting Allowed**

## Chapter 9.49

### Camping

#### Sections:

<b>9.49.010</b>	<b>Definitions</b>
<b>9.49.020</b>	<b>Camping on City Property</b>
<b>9.49.030</b>	<b>Penalty</b>

#### **9.49.010 Definitions.**

In this chapter, the following terms shall mean:

- A. "To camp" or "camping" means to set up or to remain in or at a campsite.
- B. "Campsite" means any place where any bedding, sleeping bag or other sleeping matter is placed, established or maintained, whether or not such place incorporates the use of any tent, lean-to, shack or any other structure, or any vehicle or part thereof.
- C. "City property" means any property which is owned or leased by the city of Altoona, including property in which the city of Altoona is a land contract vendee, and all municipal easements.

#### **9.49.020 Camping on City Property.**

A. It is unlawful for any person to camp in or upon any city property, except pursuant to s. 9.49.020 B., or by declaration by the city council in emergency or other special circumstances. This shall not be deemed to prohibit camping at designated campsites.

B. Parks-Camping. No person shall establish or maintain any temporary or permanent camp or other lodging place in any park except by prior permission of the city council, city administrator, or chief of police or the designee of that person or via special events permit.

#### **9.49.030 Penalty.**

Any person who shall violate any provision of this chapter shall upon conviction incur a penalty as provided in Chapter 1.08.

**MEMORANDUM**

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, AUGUST 13, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, AUGUST 13, 2020** Council Meeting agenda items.

**(IX) NEW BUSINESS**

**ITEM 4 - A. Discuss/consider convening in closed session pursuant to Wis. Stats 19.85 (1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.**

**1. Purchase and/or sale of property.**

**B. Wis. Stats 19.85 (1)(g) conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.**

**1. Teamcare Issue.**

**ITEM 5. Motion to reconvene to Open Session for the purpose of discussion and possible consideration on the matter entertained in Closed Session.**