

THE CITY of *Altoona*

AGENDA FOR REGULAR COUNCIL MEETING ON THURSDAY, DECEMBER 3, 2020
6:00 P.M.

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 **DECEMBER 3** meeting from your computer, tablet or smartphone via

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

[Zoom Instruction Guide >>](#)

WEBINAR ID: 847 7848 0362

WEBINAR PASSWORD: 447227

Or you can also dial in using your phone.

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

WEBINAR ID: 847 7848 0362

WEBINAR PASSWORD: 447227

*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 November 19, 2020 Regular Council Meeting. [Review Minutes >>](#)
- VI. REPORTS
 - A. City Officers/Department Heads
 - B. City Committees
- VII. CONSENT AGENDA
- VIII. UNFINISHED BUSINESS
- IX. NEW BUSINESS
 1. Public Hearing and Presentation of the 2021 City of Altoona Budget at 6:00 p.m.
[Summary + Materials >>](#)
 2. Discuss/consider approval of Resolution 12A-20, a resolution approving the 2021 City of Altoona Budget.
[Summary + Materials >>](#)
 3. Discuss/consider approval of Resolution 12B-20, A Resolution authorizing staff to apply for DNR Wisconsin Assessment Monies program.
[Summary + Materials >>](#)

4. 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.
 - A. WPPA Union Contract
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*

###

THE CITY *of Altoona*

November 30, 2020

TO MAYOR AND COUNCIL MEMBERS:

The following is an Addendum to the City Council Agenda of December 3, 2020 to be held at 6:00 p.m. on Zoom Teleconference/Video Conference.

ADDENDUM I

IX. NEW BUSINESS

6. Discuss/consider approval of the 2021 special charge for recycling.

[To Summary>>](#)

Cindy Bauer
City Clerk



ZOOM INSTRUCTION GUIDE

WEBSITE and TELEPHONE

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

ZOOM MEETING INFORMATION:

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

MEETING ID: 847 7848 0362

Webinar Password: 447227

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.



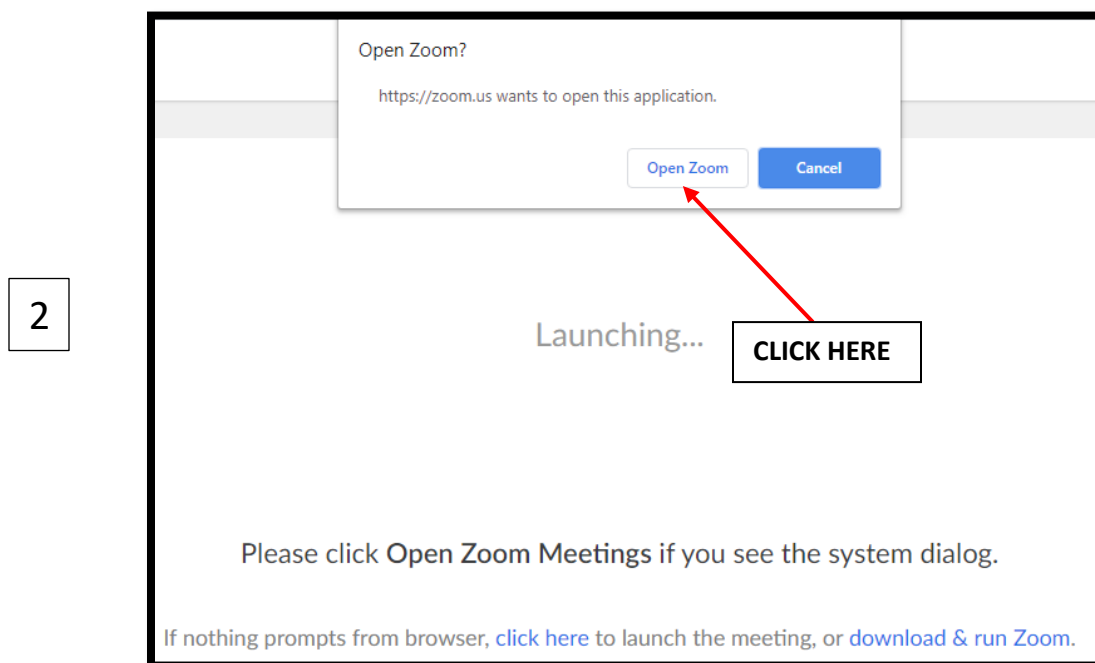
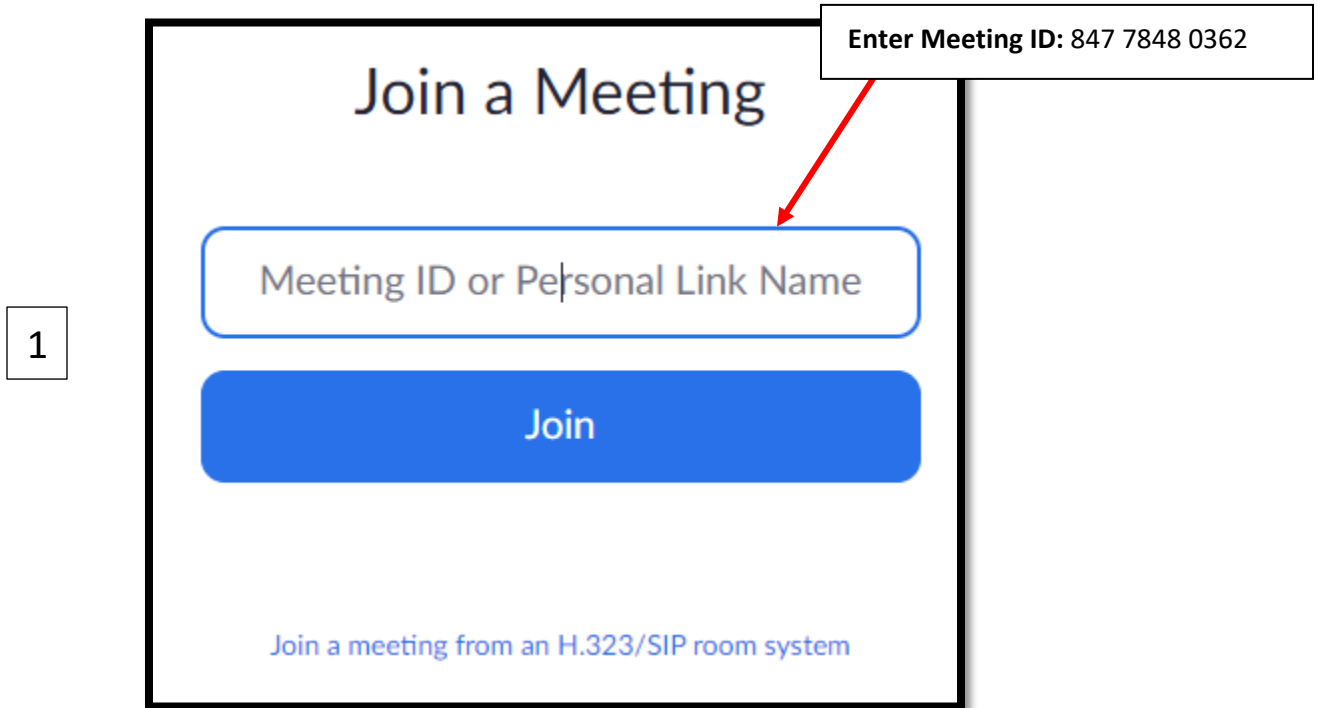
TO ACCESS VIA TELEPHONE:

1. Call phone number: 1-312-626-6799
2. Enter Meeting ID: 847 7848 0362
3. Enter webinar password: 447227# 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)



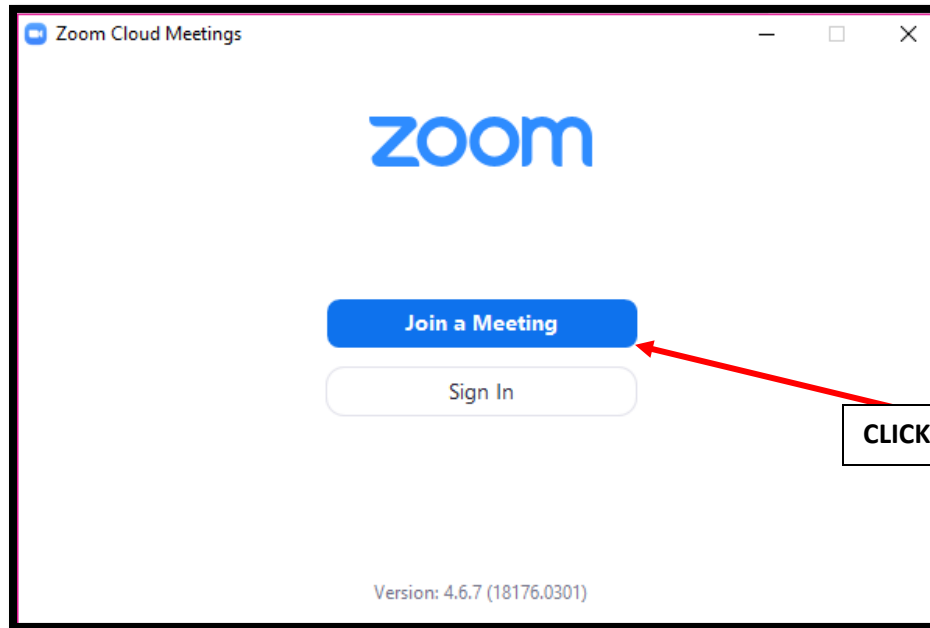
TO ACCESS VIA WEBSITE:

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



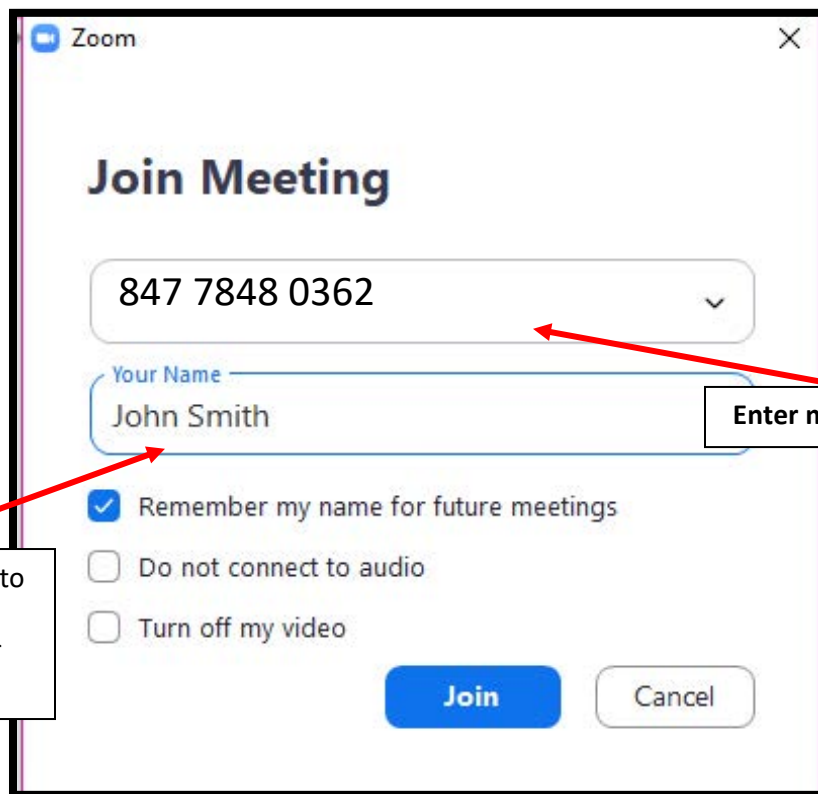


3



CLICK HERE

4



Enter meeting ID: 847 7848 0362

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

5. Enter webinar password on the next screen: 447227



5a

Computer Audio

Choose ONE of the audio conference options

Phone Call Computer Audio

Join with Computer Audio

Failed to detect your microphone. Please make sure your microphone is properly connected.
Test Speaker and Microphone

Automatically join audio by computer when joining a meeting

CLICK HERE

5b

Phone Call

Choose ONE of the audio conference options

Phone Call Computer Audio

Dial: 1-312-626-6799

Meeting ID: 847 7848 0362

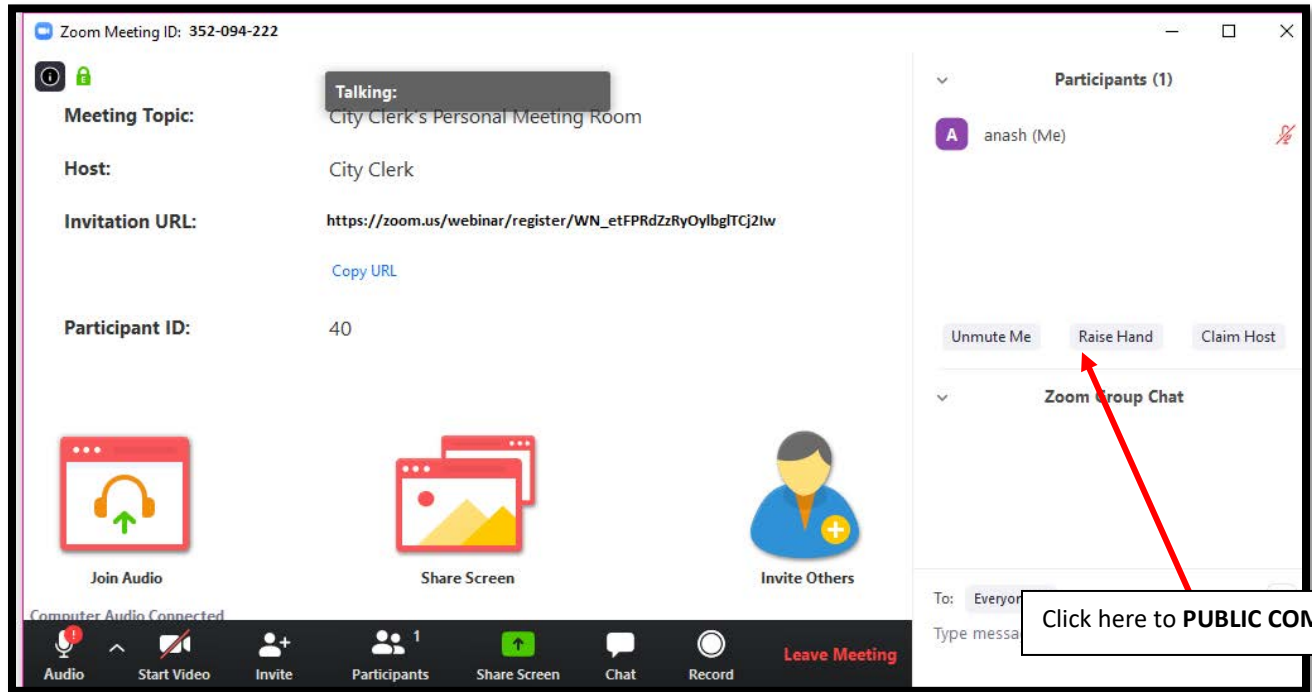
Meeting Password: 447227

Done

Call 1-312-626-6799



6



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>

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

https://www.youtube.com/embed/vFhAEoCF7jg?rel=0&autoplay=1&cc_load_policy=1

CITY OF ALTOONA, WI
REGULAR COUNCIL MEETING MINUTES
November 19, 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, Matt Biren, Tim Sexton, and Susan Rowe were present. Also Present: City Attorney John Behling, City Administrator Michael Golat, City Planner Joshua Clements, Police Chief Kelly Bakken, Public Works Foreman Scott Kwick, Management Analyst Roy Atkinson, and City Clerk Cindy Bauer.

Absent: Council Member Maria Guzman

(IV) Citizen Participation Period

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

(V) Approval of minutes.

Motion by Lima/Rowe to approve the minutes of the November 5, 2020 Regular Council Meeting. **Motion carried.**

(VI) City Officers/Department Heads Report

City Administrator Golat commented on the Space Needs Analysis. The Tree Planting program has begun in the City.

Police Chief Kelly Bakken commented that the Police Department will be developing a better report system to the Council on the types of police reports and reported on the calls for service compared to last year at this time.

City Committee Reports – None.

(VII) Consent Agenda – None.

(VIII) Unfinished Business – None.

City Administrator Golat mentioned that Council will not be discussing the Lake Road property in Closed Session.

(IX) New Business

(1) Discuss/consider approval of Final Plat for River Prairie Townhome Condominiums. (Discussed at the November 10, 2020 Plan Commission Meeting).

City Planner Joshua Clements referred to the Condominium Plat - River Prairie Townhome Condominiums. Clements explained that the Specific Implementation Plan for the River Prairie Townhome Condominiums was approved by the Council on August 27, 2020. The Preliminary Plat was approved by the City Council on November 5, 2020. Clements said this is a procedural step to confirm the final plat is consistent with the preliminary plat. This process is more applicable to large subdivisions and other land divisions where multiple agencies review (DOT, County, etc.) but the City's existing procedure does not distinguish.

Staff confirms the Final Plat is consistent with the approved documents. City Planner Clements mentioned that the Plan Commission voted to approve the Final Plat on November 10, 2020. Clements provided an overview of the Final Plat for River Prairie Townhouse Condominiums.

City Administrator Golat commented that City Staff did meet with property owners and the Developer earlier this week regarding this project. Golat summarized the discussions and talked about the entitlement process.

The following people spoke regarding the Lake Road Project.

Yuri Ripeckyi, 1304 Lake Road.
Danielle Johnson, 1604 Lake Road,
Paul Johnson, 1604 Lake Road
Natalia Ripeckyi, 1304 Lake Road
Heather Pauls, 1628 Lake Road

Discussion followed from Council Members.

Motion by Lima/Biren to approve the Final Plat. Roll call vote, 3-ayes, Biren, Sexton, Lima, 2-nays, Rowe, Stuber. Guzman absent. **Motion carried 3-2.**

(IX)(2) Discuss/consider awarding a contract for consulting services for the Altoona Affordable Housing Video Production Project to Captivate Media + Consulting.

Management Analyst Roy Atkinson explained that a budget item for producing affordable housing education/ community videos was included and approved in the 2020 City Budget. The City sought proposers to produce a minimum of three videos that are 2 to 4 minutes in length. The city also sought out proposals that utilized creative, cost-effective solutions. The general arrangement and theme of the three primary proposed videos is as follows:

- (1) Affordable housing testimonial(s) from Solis Circle residents and stakeholders, sprinkled with relevant statistics to reflect the magnitude of housing and poverty issues in the community.
- (2) The role of community planning and local government decision-making to provide for a diversity of housing options and access, including why this is important. Anticipated to feature City Staff, Council Members, and potentially community partners.
- (3) Focus on the activities of the Altoona Compassion Coalition and why their activities are important.

The City prepared and released an RFQ for the Altoona Cares Video Production project for responses due on November 5, 2020 and received eight total proposals from the following consultants:

| Consultant | Consultant Location | Total Proposal Cost |
|-------------------------------------|----------------------------|--|
| Volume One | Eau Claire, WI | \$7,280 + A La-Carte Marketing Ad-On's |
| The Post House | Eau Claire, WI | \$9,999 |
| WHTL Marketing + Media | Whitehall, WI | \$9,600 |
| Iconostar Productions | Eau Claire, WI | \$10,000 |
| FigaRo Productions | New Auburn, WI | \$10,000 |
| Creative Edge Productions | Green Bay, WI | \$9,800 |
| Captivate Media + Consulting | Golden Valley, MN | \$10,000 |
| Voortex Productions | Cashmere, WA | \$10,000 |

Based on the selection committee's review, three selected consultants (The Post House, Volume One and Captivate Media + Consulting) were interviewed on Friday, November 13th and the committee recommended entering into a contract with Captivate Media + Consulting.

Jake Sturgis of Captivate Media + Consulting was present to give some background information about their company and described the video process/project.

Motion by Sexton/Biren to approve awarding contract for consulting services for the Altoona Affordable Housing Video Production Project to Captivate Media + Consulting in the amount of \$10,000 and authorize the mayor to sign a contract with Captivate on behalf of the city pending final approval of the contract by legal counsel. **Motion carried.**

(IX)(3) Discuss/consider convening in closed session pursuant to the following Wis. Stats:

As stated at the beginning of the Council Meeting, City Administrator Golat mentioned that there would not be discussion on A. Wis. Stats. 19.85 (1)(e) 1. Lake Road Property.

The Council convened in closed session for the following:

B. 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. Woodman's Claim for Excessive Assessment.

Motion by Lima/Biren to convene in closed session at 6:58 p.m. Roll call vote, 5-ayes, Lima, Sexton, Stuber, Biren, Rowe, 0-nays. **Motion carried 5-0.**

(IX)(4) Motion to reconvene to Open Session.

Motion by Rowe/Lima to reconvene in open session at 7:20 p.m. Roll call vote, 5-ayes, Stuber, Rowe, Biren, Lima, Sexton, 0-nays. **Motion carried 5-0.**

City Administrator Golat explained that Council discussed one item in closed relating to a claim by Woodman's for Excessive Assessment. Counsel to continue negotiations with Woodman's. No action taken out of closed session.

(X) Miscellaneous Business and Communication.

(XI) Adjournment.

Motion by Rowe/Lima to adjourn at 7:27 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, December 3, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, December 3** Council Meeting agenda items.

(VIII) UNFINISHED BUSINESS

(IX) NEW BUSINESS

ITEM 1 - Public Hearing and Presentation of the 2021 City of Altoona Budget at 6:00 p.m.

The 2021 budget requires a public hearing prior to action by the Council. Please refer to ITEM 2 below for more information related to the budget.

Suggested motion: I move to close the public hearing.

ITEM 2 - Discuss/consider approval of Resolution 12A-20, a resolution approving the 2021 City of Altoona Budget.

Attached for your consideration is Resolution 12A-20, a resolution approving the 2021 City of Altoona budget: The 2021 budget was discussed at several budget committee meetings during August, September, October and November. At the November 19, 2020 budget committee meeting the committee recommended that Council approve the budget as proposed.

The 2021 budget for governmental purposes (General Fund, Library, Capital Projects and Debt Service) includes over \$13.45 million in expenditures, with approximately \$10.09 million in non-tax revenues, requiring a property tax levy of \$3,360,650.

The proposed *General Fund* budget represents \$6.55 million in general operations, which includes a property tax levy of \$2,171,730 which represents 64.62% of the total levy.

The *Library* budget represents \$627,732 in operations, which includes a property tax levy of \$361,730, representing 10.76% of the levy.

The *Capital Projects Fund* budget is \$2,045,182, which includes a property tax levy of \$0.00, representing 0% of the levy. Other Sources of funds for the projects include \$12,000 equipment trade-in and a \$32,000 transfer from reserves. This leaves a balance of 2,001,182 in bonding. The City has the capacity to borrow, and the financing will be structured to maintain an equalized leveled debt service levy of \$1.56 to the extent possible.

The allocation of the projects by fund is as follows:

| | | |
|----------------|----|-----------|
| Water | \$ | 1,789,910 |
| Sanitary Sewer | \$ | 501,323 |
| Storm Water | \$ | 345,917 |
| TID #2 | \$ | 5,000 |
| TID #3 | \$ | 130,000 |
| TID #4 | \$ | 177,000 |
| General Fund | \$ | 2,215,015 |

The *Debt Service Fund* requires \$4.22 million in principal and interest payments for 2021. \$3,395,997 is due by the Tax Increment Districts. The remaining \$827,190 will be obtained through the property tax levy; this represents 24.61% of the total levy.

The *Water Utility* budget for 2021 reflects no rate increase.

The budget for the *Sewer Utility* budget reflects the same rates in 2021 as in 2020.

The *Storm Water Utility* budget for 2021 reflects no increase over 2020 rates

The Budget Committee recommended approval of the 2021 Budget at its November 19, 2020 Budget Meeting.

Suggested motion: I move to approve/not approve Resolution 12A-20, adopting the 2021 budget for the City of Altoona.

ITEM 3 - Discuss/consider approval of Resolution 12B-20, A Resolution authorizing staff to apply for WI DNR Wisconsin Assessment Monies program.

See Enclosed:

- Resolution 12B-20 WAM Application

As you recall, the City of Altoona adopted Resolution 11B-20 on November 5th declaring five parcels between Division Street and First Street West as “blighted area”. The Wisconsin DNR manages a program called “Wisconsin Assessment Monies” (WAM) from the U.S. EPA to conduct environmental assessment activities to identify soil and water contamination. In order to pursue funding through that program the Council must authorize the application through adoption of a resolution. The resolution authorizes staff to generate the application, negotiate and execute an agreement with the DNR and/or their contractors to complete the assessment activities.

The Wisconsin Economic Development Corporation manages programs for clean-up of sites, including any existing buildings. Staff is investigating these programs to complete clean-up and site preparation activities.

Suggested motion: I move to approve / not approve Resolution 12B-20.

MEMORANDUM

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, December 3, 2020** Council Meeting Items

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The *Debt Service Fund* requires \$4.22 million in principal and interest payments for 2021. \$3,395,997 is due by the Tax Increment Districts. The remaining \$827,190 will be obtained through the property tax levy; this represents 24.61% of the total levy.

The *Water Utility* budget for 2021 reflects no rate increase.

The budget for the *Sewer Utility* budget reflects the same rates in 2021 as in 2020.

The *Storm Water Utility* budget for 2021 reflects no increase over 2020 rates

The Budget Committee recommended approval of the 2021 Budget at its November 19, 2020 Budget Meeting.

Suggested motion: I move to approve/not approve Resolution 12A-20, adopting the 2021 budget for the City of Altoona.

RESOLUTION 12A-20

**RESOLUTION TO APPROVE THE 2021 CITY OF ALTOONA BUDGET INCLUDING
THE 2021 BUDGET FOR ALTOONA CITY LIBRARY.**

WHEREAS, a budget committee comprised of the Mayor and City Council members have reviewed the 2021 financial and operating requirements for City services and have reviewed the tax levy requirements recommended by the Altoona City Library Board, and

WHEREAS, a comprehensive budget document has been prepared and made available to the public which represents the budget committee's proposed revenue and expenditure requirements for the City of Altoona and the Altoona Library for the 2021 operating year, and

WHEREAS, pursuant to Section 65.90 of the Wisconsin Statutes a summary of said 2021 budget was published in the Leader Telegram on November 18, 2020 and a public hearing on the proposed 2021 budget was held on December 3, 2020, and

NOW THEREFORE BE IT RESOLVED by the City Council for the City of Altoona that the 2021 Budget for the City of Altoona and the Altoona City Library be approved as presented in the attached comprehensive budget document.

Dated this 3rd day of December, 2020

Brendan Pratt, Mayor

Cindy Bauer, City Clerk

Adopted: _____

Approved: _____

Published: _____

| General Fund | | |
|-----------------------------|------------------|--------------------|
| <i>Revenues:</i> | | |
| Taxes (other than levy) | \$615,021 | |
| Property Tax Levy | \$2,171,730 | |
| Special Assessments | \$120,000 | |
| Intergovernmental Revenues | \$2,254,551 | |
| Licenses & Permits | \$232,800 | |
| Fines & Forfeitures | \$34,000 | |
| Public Charges for Services | \$359,629 | |
| Miscellaneous Revenues | \$308,850 | |
| Transfers from Other Funds | \$55,000 | |
| Transfers from Reserves | <u>\$399,863</u> | |
| <i>Total Revenues</i> | | <u>\$6,551,444</u> |
| <i>Expenditures:</i> | | |
| General Government | \$866,126 | |
| Public Safety | \$3,073,775 | |
| Public Works | \$1,214,277 | |
| Recreation | \$1,264,115 | |
| Planning | \$133,151 | |
| Council Contingency | <u>\$0</u> | |
| <i>Total Expenditures</i> | | <u>\$6,551,444</u> |

| Library | | |
|-----------------------------|------------------|------------------|
| <i>Revenues:</i> | | |
| Property Tax Levy | \$361,730 | |
| Intergovernmental Revenues | \$235,131 | |
| Fines & Forfeitures | \$15,021 | |
| Public Charges for Services | \$2,250 | |
| Miscellaneous Revenues | \$3,600 | |
| Transfers from Reserves | <u>\$10,000</u> | |
| <i>Total Revenues</i> | | <u>\$627,732</u> |
| <i>Expenditures:</i> | | |
| Administration | \$135,687 | |
| Operations | <u>\$492,045</u> | |
| <i>Total Expenditures</i> | | <u>\$627,732</u> |

| Debt Service Fund | | |
|----------------------------|--------------------|--------------------|
| <i>Revenues:</i> | | |
| Property Tax Levy | \$827,190 | |
| Debt Service Fund Transfer | \$0 | |
| Transfer from TIF | <u>\$3,395,997</u> | |
| <i>Total Revenues</i> | | <u>\$4,223,187</u> |
| <i>Expenditures:</i> | | |
| Principal on Debt | \$3,537,659 | |
| Interest on Debt | \$678,689 | |
| Paying Agent Fees | \$6,839 | |
| <i>Total Expenditures</i> | | <u>\$4,223,187</u> |

| Capital Projects | | |
|----------------------------|-----------------|--------------------|
| <i>Revenues:</i> | | |
| Property Tax Levy | \$0 | |
| Intergovernmental Revenues | \$0 | |
| Proceeds from Debt Issue | \$2,001,182 | |
| Transfer from Reserves | \$32,000 | |
| Transfer from Other Funds | \$169,833 | |
| Miscellaneous Revenues | <u>\$12,000</u> | |
| <i>Total Revenues</i> | | <u>\$2,215,015</u> |
| <i>Expenditures:</i> | | |
| General Government | \$17,000 | |
| Public Safety | \$232,000 | |
| Public Works | \$848,333 | |
| Street Projects | \$743,116 | |
| Recreation & Education | \$296,566 | |
| Planning and Development | <u>\$78,000</u> | |
| <i>Total Expenditures</i> | | <u>\$2,215,015</u> |

| Tax Increment District #2 | | |
|----------------------------------|-----------------|------------------|
| <i>Revenues:</i> | | |
| Property Tax Increment | \$261,639 | |
| Special Assessments | \$0 | |
| State Computer Aid | \$13,800 | |
| State Personal Property Tax Aid | \$1,009 | |
| Miscellaneous Revenue | <u>\$0</u> | |
| <i>Total Revenues</i> | | <u>\$276,448</u> |
| <i>Expenditures:</i> | | |
| Administrative Costs | \$4,300 | |
| Planning | \$5,000 | |
| Transfer to General Fund | \$248,702 | |
| Contribution to TID #3 | <u>\$18,446</u> | |
| <i>Total Expenditures</i> | | <u>\$276,448</u> |

| Tax Increment District #3 | | |
|----------------------------------|--------------------|--------------------|
| <i>Revenues:</i> | | |
| Property Tax Increment | \$5,240,235 | |
| State Computer Aid | \$120,000 | |
| State Personal Property Tax Aid | \$91,151 | |
| Contribution from TID #2 | \$18,446 | |
| Proceeds from Debt Issue | \$0 | |
| Reserves | \$0 | |
| Miscellaneous Revenues | <u>\$5,000</u> | |
| <i>Total Revenues</i> | | <u>\$5,474,832</u> |
| <i>Expenditures:</i> | | |
| Administration | \$89,719 | |
| Project Expenditures | \$125,000 | |
| Transfer Out to General Fund | \$1,695,971 | |
| Transfer to Escrow | \$1,065,898 | |
| Transfer to Debt Service Fund | <u>\$2,498,244</u> | |
| <i>Total Expenditures</i> | | <u>\$5,474,832</u> |

| Tax Increment District #4 | | |
|----------------------------------|------------------|------------------|
| <i>Revenues:</i> | | |
| Property Tax Increment | \$266,664 | |
| State Computer Aid | \$30,000 | |
| State Personal Property Tax Aid | \$0 | |
| Transfer from TID #4 Reserves | <u>\$199,361</u> | |
| <i>Total Revenues</i> | | <u>\$496,025</u> |
| <i>Expenditures:</i> | | |
| Administration | \$40,496 | |
| Payment to Town of Washington | \$0 | |
| Capital Projects | \$412,489 | |
| Transfers to General Fund | \$0 | |
| Transfer to Debt Service Fund | <u>\$43,040</u> | |
| <i>Total Expenditures</i> | | <u>\$496,025</u> |

| Water Utility | | |
|-----------------------------|------------------|--------------------|
| <i>Revenues:</i> | | |
| Charges for Services | \$1,298,716 | |
| Miscellaneous Revenue | \$20,900 | |
| Proceeds from Debt Issue | \$1,658,909 | |
| Transfers from Reserves | \$0 | |
| Special Assessments | <u>\$138,000</u> | |
| <i>Total Revenues</i> | | <u>\$3,116,525</u> |
| <i>Expenditures:</i> | | |
| Operations | \$747,981 | |
| PILOT to General Fund | \$204,000 | |
| Capital Projects | \$1,798,910 | |
| Depreciation & Amortization | \$240,000 | |
| Debt Service | <u>\$125,634</u> | |
| <i>Total Expenditures</i> | | <u>\$3,116,525</u> |

Sanitary Sewer Utility

Revenues:

| | |
|----------------------------|-----------------|
| Special Assessment Revenue | \$130,000 |
| Charges for Services | \$1,569,000 |
| Proceeds from G.O. Debt | \$499,823 |
| Miscellaneous Revenue | <u>\$13,000</u> |

Total Revenues \$2,211,823

Expenditures:

| | |
|-----------------------|------------------|
| Operations | \$304,474 |
| Payment to Eau Claire | \$1,067,000 |
| Depreciation | \$191,000 |
| Transfers to Reserves | \$6,826 |
| Capital Projects | \$501,323 |
| Debt Service | <u>\$141,200</u> |

Total Expenditures \$2,211,823

Storm Water Utility

Revenues:

| | |
|-------------------------|-----------------|
| Charges for Service | \$347,900 |
| Proceeds from G.O. Debt | \$344,917 |
| Reserves Applied | \$175,555 |
| Miscellaneous Revenues | <u>\$18,300</u> |

Total Revenues \$886,672

Expenditures:

| | |
|--------------------------|------------------|
| Operations | \$178,886 |
| Depreciation | \$198,000 |
| Payments to Debt Service | \$164,869 |
| Capital Projects | <u>\$344,917</u> |

Total Expenditures \$886,672

MEMORANDUM

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, December 3, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, December 3** Council Meeting agenda items.

ITEM 3 - Discuss/consider approval of Resolution 12B-20, A Resolution authorizing staff to apply for WI DNR Wisconsin Assessment Monies program.

See Enclosed:

- Resolution 12B-20 WAM Application

As you recall, the City of Altoona adopted Resolution 11B-20 on November 5th declaring five parcels between Division Street and First Street West as “blighted area”. The Wisconsin DNR manages a program called “Wisconsin Assessment Monies” (WAM) from the U.S. EPA to conduct environmental assessment activities to identify soil and water contamination. In order to pursue funding through that program the Council must authorize the application through adoption of a resolution. The resolution authorizes staff to generate the application, negotiate and execute an agreement with the DNR and/or their contractors to complete the assessment activities.

The Wisconsin Economic Development Corporation manages programs for clean-up of sites, including any existing buildings. Staff is investigating these programs to complete clean-up and site preparation activities.

Suggested motion: I move to approve / not approve Resolution 12B-20.



Resolution 12B-20

A Resolution authorizing the submittal of an award application WI DNR WAM Contractor Services by the City Administrator

Whereas, the City of Altoona recognizes that the environmental assessment of brownfields is an important part of protecting Wisconsin's resources; and

Whereas, the City of Altoona will allow employees from the Department of Natural Resources access to inspect the award site or facility and award records; and

Whereas, the City of Altoona Common Council adopted Resolution 11B-20 declaring "blighted area" in need of further assessment and remediation; and

NOW THEREFORE, BE IT RESOLVED THAT:

The City of Altoona Common Council requests services and assistance available from the Wisconsin Department of Natural Resources under the Wisconsin Assessment Monies (WAM) program and will comply with state and federal rules of the program; and

Hereby Authorizes the City Administrator to act on behalf of the City of Altoona to: submit an application to the State of Wisconsin for contractor services under the WAM program for assessment of properties identified in Resolution 11B-20, sign documents, and take necessary action to comply with approved award activities.

Adopted this 3rd day of December, 2020

CITY OF ALTOONA

Drafted By: Joshua Clements, City Planner

Mayor Brendan Pratt

Attest: _____
Cindy Bauer, City Clerk

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THE CITY of *Altoona*

MEMORANDUM

TO: Altoona City Council

FROM: Michael Golat, City Administrator

SUBJECT: Summary of **THURSDAY, DECEMBER 3, 2020** Council Meeting Items

Provided below for your consideration is a summary of the **THURSDAY, DECEMBER 3, 2020** Council Meeting agenda items.

(IX) NEW BUSINESS

ITEM 6 - Discuss/consider approval of the 2021 special charge for recycling.

As part of the City's recycling agreement with Eau Claire County, the City is required to pay its equitable share of the County's recycling and clean sweep programs. This cost is covered by adding a special charge to the annual tax bill for each property owner that owns single-family to four-plex units; the charge requires review and approval by the City Council each year.

As you recall, last year (2019), the charge, as determined by the County, was \$12.00 per residential dwelling unit; Eau Claire County is not proposing any changes in 2021. They are proposing that the Recycling Special Charge for the 2020 Tax Roll payable in 2021 remain the same at \$12.00 per residence. This base rate covers the cost to run the recycling drop stations and all associated administrative costs, Clean Sweep, and brush disposal.

Please note that haulers were authorized, on behalf of the County, to collect an additional \$1.25 per month or \$15 for the year to cover the cost of curbside pickup. Therefore, while only \$12.00 will show up on the tax statement as a recycling charge to cover the costs noted above, the total cost to a resident will remain the same as last year which is \$27.00 per year.

Staff recommends Council approve the annual recycling special charge of \$12.00 per residential dwelling unit for those properties with 1 to 4 dwelling units.

Suggested motion: I move to approve/not approve the 2021 annual recycling charge of \$12.00 per residential dwelling unit for those properties with 1 to 4 dwelling units.