

MINUTES
COMMITTEE-OF-THE-WHOLE WORK SESSION
October 5, 2015
City Hall Council Chambers

PRESENT: Mayor Thomas Stiehm, Council Members Steve King, Michael Jordal, Jeff Austin, Jeremy Carolan, and Council Member-at-Large Janet Anderson

At 6:30 p.m. Port Authority Members Lee Bjorndal, Michael Bednar, Larry Maus (6:33 p.m.)

ABSENT: Council Members David Hagen and Judy Enright

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert, City Clerk Ann Kasel

At 6:53 p.m. Public Works Director Steven Lang, Police Chief Brian Krueger, Library Director Ann Hokanson, Parks and Recreation Director Kim Underwood

ALSO PRESENT: Austin Daily Herald, Public

Mayor Stiehm opened the meeting at 6:30 p.m.

Item No. 2 – Closed Meeting

Moved by Council Member Austin, seconded by Council Member King, to close the meeting pursuant to Minnesota Statutes 13D.05 Subd. 3(c)3 for the purpose of developing or considering offers or counteroffers for the purchase and subsequent sale of real property known as Oak Park Mall at 6:30 p.m. Carried 5-0.

HAZ Building to LAB

Moved by Council Member Austin, seconded by Council Member Carolan, to reopen the meeting at 6:52 p.m. Carried.

Item No. 1 – Third Avenue Plaza Design Update

Public Works Director Steven Lang presented the conceptual design for the Third Avenue Plaza by the new Spam Museum. Funding for the project will be from a \$224,295 Hormel Foundation Grant and the architect is Confluence, as previously approved at a Council meeting.

For informational purposes only, no Council Action needed at this time.

Item No. 3 – Five Year Capital Improvement Plan

Director of Administrative Services Tom Dankert presented the 2016-2020 Capital Improvement Plan. The plan identifies approximately 90 million dollars in capital improvements for the City, some of which are contingent on receiving grant funds. The purpose of the work session was to review and ask questions about any of the proposed items. Then the Council will approve the document in December 2015 which authorizes the staff to purchase the 2016 items that are indicated in the CIP. For years 2017 and beyond, the document serves as a guide for the future but is subject to change as the City's needs change.

Pages 5-7 - Police Chief Krueger discussed the Police Department's capital improvement plan and noted that there is one marked squad car budgeted for 2016, down from their normal three each year. The Department has been using funds from the forfeited vehicle reserve balance to outfit the vehicles. Chief Krueger plans on replacing 2 tasers in 2016 with the remaining scheduled for replacement in 2017. The Department may acquire another canine in 2017 due to an officer retiring.

Page 10-11 – Library Director Ann Hokanson presented the Library's portion of the capital improvement plan. In 2016, new carpet for the library is requested from the gift and memorial funds. Other furniture and improvements are scheduled for future years.

Page 12 – Director of Parks and Recreation Kim Underwood stated the Nature Center asks for most of their capital improvements through the Hormel Foundation or the Friends of the Hormel Nature Center. A new Visitor Center is proposed for 2016 at an estimated cost of \$7,000,000 with \$500,000 coming from the City and the stepping bridge will need to be replaced at a cost of \$25,000 in 2017.

Pages 51-55 - Mrs. Underwood reviewed the Parks and Recreation requests noting various upgrades to parks including roads, playground equipment, buildings, signs and accessibility. The Park and Rec equipment fleet is also older and various purchases of vehicles and equipment are scheduled over the next five years.

Pages 8-9 – Director of Administrative Services Tom Dankert presented on behalf of Fire Chief Jim McCoy for the Fire Department's capital improvement items. In 2016, Chief McCoy plans on various remodeling projects at the station along with fire vehicle replacements over the next few years.

Pages 13-15 – Director of Administrative Services Tom Dankert discussed Administration's capital improvement projects stating that funds are being budgeted for new chairs, public works equipment, a new server, computers, a mailing machine and \$40,000 for a comp plan update. Each year \$20,000 is set aside for computers and associated equipment. The election equipment may be required to be upgraded for the 2018 or 2020 election.

Pages 16-21 – Steven Lang reviewed the Waste Water Treatment Plant (WWTP) noting the repairs and upgrades scheduled for 2016. The WWTP is an older facility and continual upgrades are needed to keep it flowing smoothly. Hope Street Alkalinity will move forward in 2016. Mr.

Lang stated there may be rate increases in the next few years to cover the costs of capital projects. The last rate increase was in January of 2014.

Pages 22-24 – Steven Lang presented on the proposed improvements to the Central Garage. Garage door and opener replacements are scheduled for 2016. There are also various vehicles and equipment being replaced as needed. The older vehicles get rolled down from supervisors to the crew and the vehicle causing the most problems gets sold from the fleet.

Pages 25-26 – Steven Lang stated the Waste Transfer Station is in need of some repairs over the next few years including office and bathroom upgrades in 2016, pavement upgrades in 2016, and a new loading dock in 2017. The user fees cover the cost of the operations and capital replacement. The rental income in recent years has decreased and improvements may be postponed based on the use of the facility.

Pages 27-28 – Steven Lang stated the airport has been upgraded recently so most of the capital improvement items are maintenance issues. The items for the 2016 budget are a fuel tank upgrade in the amount of \$30,000 and hangar roof replacement at a cost of \$100,000.

Pages 29-31 - Steven Lang reviewed the non-MSA streets, noting that these are not supported by the state gas tax. These are local projects paid for with local tax dollars and assessments in order to fund the construction. Each year the street department looks at the proposed streets to see if they need to be reprioritized based on deterioration. In 2016 \$1.825 million dollars in projects are scheduled.

Pages 32-34 – Steven Lang discussed the MSA streets that are funded with approximately \$1 million of state gas tax money each year. The City assesses all of these property owners under the same assessment policy as non-MSA residents. This assessment policy eliminates the favoritism for one street of homeowners versus another. The projects scheduled for 2016 are South Main Street, 3rd Avenue SW and 4th Drive SW.

Pages 35-37 – Steven Lang discussed the upcoming trail projects including the East Side Lake Bridge Trail, 10th Drive SE trail and 4th Drive SW trail which are all scheduled for 2016. There are five additional trails slated for the City of Austin through 2018.

Pages 38-42 – Steven Lang noted the Sanitary Sewer capital improvement plans. Each year through 2020 the following funds are allocated: \$25,000 for manhole replacements; \$50,000 for inspection of all City mains and inspection of all private lines and plumbing; and \$150,000 for replacement of mains with street construction projects. The Turtle Creek 2 sanitary sewer project is also scheduled for 2016.

Pages 43-45 – Steven Lang noted Miscellaneous Street projects scheduled for 2016 including State Highway 105 mill and overlay project, 10th Drive SE Pedestrian Improvements, Street Lights on Oakland Place SE, Street and Parking Lot Light Conversion. There are also additional lighting projects scheduled through 2020.

Pages 46-50 – Steven Lang discussed the items under Miscellaneous Other Projects including tile line installation, 4th Avenue portage and alley repairs. Other arena improvements are also scheduled.

Pages 56-58 - Steven Lang discussed the storm water utility district noting that there are various projects scheduled over the next five years to the current system. There have been drainage issues identified by the Ellis ditch area, Cresthaven area and Crane Addition that will be addressed through these projects.

Page 59 – Mr. Dankert presented the Senior Center CIP item for 2016 which is landscaping improvements. They are looking at water heater replacement and carpet in the next few years.

Page 60- 61 Steven Lang presented on the City's Flood Mitigation efforts. The City will continue with its scattered site acquisitions in 2016 and the Turtle Creek Flood Project. Mr. Lang also added a levee at the Waste Water Treatment Plant in 2019. A mower to be used to mow the new flood plain area may also be purchased with the LOST sales tax.

Page 62- Mr. Dankert noted the Austin Utilities' portion of City hall will be purchased in 2016 and the City has allocated funds for remodeling projects.

Mr. Dankert concluded the discussion stating he would make minor modifications to the capital improvement plan and bring it back to the Council for adoption in late 2015. No additional Council action needed at this time.

Item No. 4 – 2016 Budget Review

There was no discussion.

Item No. 5 – 2015 Council Goals

City Administrator Craig Clark provided an update to the 2015 Council goals.

Item No. 6 – Open Discussion

Moved by Council Member Austin, seconded by Council Member King, adjourning the work session at 8:06 p.m.

Respectfully Submitted:

Ann M. Kasel
City Clerk