

**MINUTES**  
**COMMITTEE-OF-THE-WHOLE WORK SESSION**  
**October 17, 2016**  
**City Hall Conference Room**

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

**ABSENT:** None.

**STAFF PRESENT:** City Administrator Craig Clark, Director of Administrative Services Tom Dankert, Public Works Director Steven Lang, Planning and Zoning Administrator Holly Wallace, City Clerk Ann Kasel

**ALSO PRESENT:** Sara and Mario Chavez, Laura Helle, KAUS Radio, Austin Daily Herald, Public

Mayor Stiehm opened the meeting at 6:19 p.m.

**Item No. 1 – Food Wagon Discussion**

City Clerk Ann Kasel stated staff received a request from an individual that would like to purchase a food wagon for operation in the summer of 2017 in Austin. He would like to be able to serve his food in the downtown area to people who are on their lunch hours.

The current City ordinance states food wagons are only allowed at approved locations in the City and shall not travel from point to point around the City unless specifically authorized to do so by Council action. They are licensed by the clerk's office and cannot operate on public property unless approved by Council. They can operate on private property at any time.

Planning and Zoning Administrator Holly Wallace stated there are parking lots in the downtown area but many parking spaces are utilized especially during the lunch hour. Also, there isn't enough parking on Main Street for them to operate plus wagons shouldn't be parking directly in front of other restaurant establishments. Therefore, staff recommended the Council authorize approval of the Brick Furniture lot and the north half of the Municipal Pool parking lot for a limited number of food wagons in the summer of 2017. Food wagon operators could also work with businesses to park in their parking lots for food vending, if desired.

Sara and Mario Chavez spoke about their desire to serve authentic Mexican food in the downtown area next year.

Ms. Kasel noted the food wagons would also need to follow the statutes in addition to the City ordinance.

Moved by Council Member King, seconded by Council Member Enright, to allow food wagons in the Brick Furniture lot and the north half of the Municipal Pool parking lot in the summer of 2017. Carried.

The item will be placed on the November 7, 2017 Council meeting.

### **Item No. 2 – Oakland Place Bridge Replacement**

Public Works Director Steven Lang provided Council with the details of the Oakland Place Bridge replacement project. The project is being constructed by the County and is expected to be completed by June 1, 2017. Some of the responsibility for the cost of the project will be on the City. Those costs are for retaining walls, approach pavements and intersection reconstruction in the total amount of \$409,462.81. Funding will come from local option sales tax, municipal state aid account and the capital improvement fund.

Mr. Lang stated the surface of the retaining wall is proposed to be smooth but if Council would like the texture to match the North Main Flood wall then it would be an additional \$120,000 for decorative portions of the bridge. He also recommended an anti-graffiti coating on it.

Council Member Enright asked if the decorative coating would wear off more quickly due to high water events.

Mr. Lang stated the wall could look dirty after high water events and the water from the dam could grind away at the surface stain.

Moved by Council Member Austin, seconded by Council Member Enright, to apply decorative architectural finishing to the retaining walls and to add anti-graffiti coating to the retaining walls, pier and abutments. Carried.

The item will be placed on the November 7, 2017 Council meeting.

### **Item No. 3 – Capital Improvement Plan Discussion**

Director of Administrative Services Tom Dankert continued the review of the 2017-2021 Capital Improvement Plan.

Pages 16-21 – Steven Lang reviewed the Waste Water Treatment Plant (WWTP) noting the repairs and upgrades scheduled for 2017. The WWTP is an older facility and continual upgrades are needed to keep it flowing smoothly. Mr. Lang stated the recent sewer charge increase will cover the costs of capital projects. Those rates will also be looked at in 2017.

Pages 22-24 – Steven Lang presented on the proposed improvements to the Central Garage. Garage door and opener replacements are scheduled for 2017. 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 to some repairs over the next few years including office and bathroom upgrades in 2017, pavement upgrades in 2017, and a new loading dock in 2018. 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 2017 budget are a fuel tank upgrade in the amount of \$100,000 and hangar roof replacement at a cost of \$100,000.

Pages 30-32 - 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 \$2 million dollars in projects are scheduled.

Pages 33-34 – 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 project scheduled for 2017 is 4<sup>th</sup> Avenue NW.

Pages 35-36 – Steven Lang discussed the upcoming trail projects including the 8<sup>th</sup> Drive NE Trail. There are five additional trails slated for the City of Austin through 2018.

Pages 37-40 – Steven Lang noted the Sanitary Sewer capital improvement plans. Each year through 2021 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.

Pages 41-43 – Steven Lang noted Miscellaneous Street projects scheduled for 2017 including Street Lights on 10<sup>th</sup> Drive SE and Street and Parking Lot Light Conversion. There are also additional lighting projects scheduled through 2021.

Pages 44-48 – Steven Lang discussed the items under Miscellaneous Other Projects including tile line installation, B&J Parking lot repairs and alley repairs. Other arena improvements are also scheduled.

Pages 54-56 - 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 57 – Mr. Dankert presented the Senior Center CIP item for 2017 which is carpeting.

Page 58- 59 Steven Lang presented on the City's Flood Mitigation efforts. The City will continue scattered site acquisitions in 2017 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 60- Mr. Dankert noted funds would be allocated for the remodel of City hall in 2017.

Page 61 – Mr. Dankert presented some economic development areas including 8<sup>th</sup> Avenue NE redevelopment, Port Authority property clean up and industrial park land acquisition.

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 2016. No additional Council action needed at this time.

#### **Item No. 4 –2017 Budget Discussion**

Mr. Dankert presented one change in the 2017 budget of reducing the funds allocated for the County Assessor's office into the joint LEC budget. He noted the truth in taxation hearing will be held on December 6, 2016.

#### **Item No. 5 – Administrative Report**

City Administrator Craig Clark provided an update on the 2016 Council goals including progress in testing of voting equipment, social media views, City hall remodel, 2017 budget progress and administrative fines.

#### **Item No. 6 – Open Discussion**

Moved by Council Member Enright, seconded by Council Member-at-Large Anderson, adjourning the work session at 7:13 p.m.

Respectfully Submitted:

---

Ann M. Kasel  
City Clerk