

MINUTES
COMMITTEE-OF-THE-WHOLE WORK SESSION
October 2, 2017
Council Chambers and City Hall Conference Room A

PRESENT: Mayor Thomas Stiehm, Council Members Paul Fischer, Jeff Austin, Steve King, Judy Enright, David Hagen and Council Member-at-Large Janet Anderson

ABSENT: Council Member Laura Helle

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert, Public Works Director Steven Lang, Fire Chief Jim McCoy, City Attorney David Hoversten, Police Chief Brian Krueger, Park and Rec Director Kim Underwood, Planning and Zoning Administrator Holly Wallace, Library Director Julie Clinefelter and City Clerk Ann Kasel

ALSO PRESENT: Tanya Medgaarden, Matt Cano, Arlen Schamber, Greg Siems, Austin Daily Herald, Public

Mayor Stiehm opened the meeting at 6:09 p.m. in the Council Chambers.

Item No. 1 – Community Recreation Center Schematic Design Approval

City Administrator Craig Clark presented a schematic design for the proposed community recreation center. The design was a requirement of the lease agreement with the YMCA. City staff determined that the design meets the requirements of the lease agreement and the project should begin to move forward based on the proposed design. He noted there are two designs for the second floor of the building and the bids shall be taken with an alternate for a full second gym and additional studio on the second floor.

Council Member-at-Large Anderson stated she understood that it is not feasible to utilize turbine room but she inquired about saving some of the aspects of the room and incorporating them into the rec center.

Rec Center Co-Chair Tanya Medgaarden stated they are working with Austin Utilities on that project.

Arlen Schamber added it is a goal to utilize some aspects of the power plant but Austin Utilities needs to decide what equipment they would like from the facility first.

Mayor Stiehm asked what the timeline for the facility is.

Ms. Medgaarden stated once the agreements are signed then the demolition can begin. They are hoping to break ground in late spring 2018.

Moved by Council Member King, seconded by Council Member-at-Large Anderson, approving the schematic design for the community recreation center and authorizing the Mayor and City Recorder to sign the lease agreement with the YMCA. Carried.

The item will be placed on the October 16, 2017 agenda.

The meeting took a short recess at 6:17 p.m. to move across the hallway into Conference Room A.

The meeting was reconvened at 6:23 p.m.

Item No. 2 – 1st Street SW Assessments

Public Works Director Steven Lang stated the City has received concerns from residents on 1st Street SW that their street will not be completed prior to the assessment payment becoming due. Mr. Lang stated the City could continue with the assessments as proposed; void the 23 parcels on 1st Street SW; void the parcels that have complained; or pass a resolution deferring the interest until 2019 for the parcels. The City attorney recommended continuing the assessment as presented to avoid potential litigation in the matter.

Moved by Council Member King, seconded by Council Member Enright, continuing the assessments for 1st Street SW in 2017 as proposed. Carried.

No additional Council action needed at this time.

Item No. 3 – Dobbins Creek Flood Mitigation Grant

Public Works Director Steven Lang stated the City has approximately \$50,000 remaining from a \$450,000 MnDNR grant for Dobbins Creek flood mitigation. He requested the Council authorize the purchase of 409 8th Avenue SE and 602 6th Avenue SE. The City would need to kick in extra LOST funds for the acquisition of both properties.

Moved by Council Member Enright, seconded by Council Member-at-Large Anderson, authorizing the use of DNR and LOST funds for the acquisition of 409 8th Avenue SE and 602 6th Avenue SE. Carried.

The item will be placed on the October 16, 2017 agenda.

Item No. 4 – 2018 – 2022 Capital Improvement Plan

Director of Administrative Services Tom Dankert presented the 2018-2022 Capital Improvement Plan. The plan identifies approximately 121 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 2017 which authorizes the staff to purchase the 2018 items that are

indicated in the CIP. For years 2019 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 a marked squad car budgeted for 2018. The Department has been using funds from the forfeited vehicle reserve balance to outfit the vehicles. Tasers for the Community Service Officers are also budgeted for 2018. The Chief also stated the department will most likely purchase body cameras in the future which are not in the CIP currently. Mr. Dankert noted the Police PERA fund will be expended at the end of 2017.

Pages 8-9 – Fire Chief Jim McCoy presented the Fire Department's capital improvement items. In 2018, Chief McCoy plans on various remodeling projects at the station along with fire vehicle replacements over the next few years.

Page 10-11 – Library Director Julie Clinefelter presented the Library's portion of the capital improvement plan. In 2018, new lighting is planned for the library. Other renovations 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 though the Hormel Foundation or the Friends of the Hormel Nature Center. New carpet will be placed in Ruby Rupner in 2018.

Pages 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. The pool slide will be replaced in 2018 through a Hormel Foundation grant.

Pages 13-15 – Director of Administrative Services Tom Dankert discussed Administration's capital improvement projects stating that funds are being budgeted for public works equipment, a new server, computers and election booths. Each year \$20,000 is set aside for computers and associated equipment. The election equipment may be required to be upgraded for the 2020 or 2022 election. The comp worth study will be partially funded in 2018.

Pages 16-20 – Steven Lang reviewed the Waste Water Treatment Plant (WWTP) noting the repairs and upgrades scheduled for the future. 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.

Mr. Dankert noted that some of the improvements are covered by bond issuances in the future.

Pages 21-23 – Steven Lang presented on the proposed improvements to the Central Garage. A cold storage area will be built in 2018. A new jetter/vac truck is also proposed in 2018. 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 24-25 – Steven Lang stated the Waste Transfer Station is in need to some repairs over the next few years including office and bathroom upgrades in 2018, pavement upgrades in 2018, and a new loading dock in 2022. 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 26-29 – Steven Lang stated the airport has been upgraded recently so most of the capital improvement items are maintenance issues. The items for the 2018 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 2018 \$1.725 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 projects scheduled for 2018 are 1st Street NW and 19th Street NE.

Pages 35-37 – Steven Lang discussed the upcoming trail projects including the 11th Drive NE Trail. There are seven additional trails slated for the City of Austin through 2022.

Pages 38-41 – Steven Lang noted the Sanitary Sewer capital improvement plans. Each year funds are allocated for manhole replacements; for inspection of all City mains and inspection of all private lines and plumbing; and for replacement of mains with street construction projects. Lift stations are also scheduled for reconstruction.

Pages 42-44 – Steven Lang noted Miscellaneous Street projects scheduled for 2018 including 4th Avenue NE reconstruction and Street and Parking Lot Light Conversion. There are also additional lighting projects scheduled through 2022.

Pages 45-50 – Steven Lang discussed the items under Miscellaneous Other Projects including tile line installation, sidewalk and pedestrian upgrades, hazardous building removal, Ramsey Dam. Other arena improvements are also scheduled.

Pages 56-59 - 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 61-62 Steven Lang presented on the City's Flood Mitigation efforts. The City will continue scattered site acquisitions in 2018 and the Turtle Creek Flood Project. Mr. Lang also added a

levee at the Waste Water Treatment Plant in 2019. Phase 1 of the North Main Flood Mitigation project will be completed in 2018. There are no grant dollars for the project at this time and LOST funds may have to be allocated for the project to be completed.

Page 60 – Mr. Dankert presented the Senior Center CIP item for 2018 which is a new water heater.

Page 63– Mr. Dankert noted funds would be allocated for the potential Riverview housing project.

Page 64 – Mr. Dankert presented some economic development areas including 8th 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 2017. No additional Council action needed at this time.

Item No. 5 – 2018 Budget Discussion

No discussion.

Item No. 6– 2017 Council Goals / Administrative Report

City Administrator Craig Clark stated City staff will meet with the County on the Grow Austin program on Tuesday. Also the MN Office of Management and Budget will be in Austin for a bonding tour on October 12th.

Item No. 7 - Open Discussion

None.

Moved by Council Member Austin, seconded by Council Member King, adjourning the meeting at 7:43 p.m.

Respectfully Submitted,

Ann M. Kasel
City Clerk