

MINUTES
COMMITTEE-OF-THE-WHOLE WORK SESSION
October 1, 2018
City Hall Conference Room A

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

ABSENT:

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

ALSO PRESENT: Austin Daily Herald, Public

Mayor Stiehm opened the meeting at 6:27 p.m.

Item No. 1 – 5-year Capital Improvement Plan Review

Director of Administrative Services Tom Dankert presented the 2019-2023 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 2018 which authorizes the staff to purchase the 2019 items that are indicated in the CIP. For years 2020 and beyond, the document serves as a guide for the future but is subject to change as the City's needs change.

Pages 4-6 - Police Chief Krueger discussed the Police Department's capital improvement plan and noted that there is a marked squad car and an unmarked car budgeted for 2019. The Department has been using funds from the forfeited vehicle reserve balance to outfit the vehicles. He also noted other computer upgrades and evidence lockers over the next five years.

Pages 7-8 – Fire Chief Jim McCoy presented the Fire Department's capital improvement items. In 2019, Chief McCoy plan to purchase a fire brush truck and pagers in 2020.

Page 9-10 – Library Director Julie Clinefelter presented the Library's portion of the capital improvement plan. In 2019, new carpeting is planned for the library. Other renovations and improvements are scheduled for future years.

Page 11 – 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. She noted that the alarm system for the Ruby Rupner auditorium would be updated via the 2018 contingency funds.

Pages 49-53 - Mrs. Underwood reviewed 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 12-13 – Director of Administrative Services Tom Dankert discussed Administration’s capital improvement projects stating that funds are being budgeted for public works equipment, a new copier, computers and other engineering equipment. Each year \$20,000 is set aside for computers and associated equipment.

Pages 14-18 – Steven Lang reviewed the Waste Water Treatment Plant (WWTP) noting the repairs and upgrades scheduled for the future. The City is waiting for the final permit from the MPCA to determine upgrades in the future. The WWTP is an older facility and continual upgrades are needed to keep it flowing smoothly.

Pages 19-21 – Steven Lang presented on the proposed improvements to the Central Garage. The older vehicles get rolled down from supervisors to the crew and the vehicle causing the most problems gets sold from the fleet.

Page 22 – Steven Lang stated the Waste Transfer Station is in need to some repairs over the next few years including a new compactor in 2019. The City entered into an agreement for the lease of the transfer station recently so additional improvements may be made in the future.

Pages 23-26 – Steven Lang stated the airport has been upgraded recently so most of the capital improvement items are maintenance issues. The item for the 2019 budget is a fuel tank upgrade in the amount of \$570,000. Many of the airport projects are contingent upon grants from the FAA or MnDOT.

Pages 27-29 - 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 2019, \$2.35 million dollars in projects are scheduled.

Pages 30-31 – 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 Oakland Place SE from 10th Street to 12th Street SE and 4th Avenue NE, near the rec center.

Pages 32-34 – Steven Lang discussed the upcoming trail projects. There are eight additional trails slated for the City of Austin through 2023.

Pages 35-39 – 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 40-42 – Steven Lang noted Miscellaneous Street projects scheduled for 2019 including an LED lighting conversion. There are also additional lighting projects scheduled through 2023.

Pages 43-48 – 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 54-57 - 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 58-59 Steven Lang presented on the City's Flood Mitigation efforts. The City will continue scattered site acquisitions in 2019 and the Turtle Creek Flood Project. Mr. Lang also added a levee at the Waste Water Treatment Plant in 2021. 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 61- Mr. Dankert noted \$200,000 will be allocated for housing initiatives in 2019 and an additional \$450,000 each year thereafter.

Page 62 – 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 2018. No additional Council action needed at this time.

Item No. 2 – 2019 Budget Discussion

Administrative Services Director Tom Dankert stated the Council's \$932,000 levy increase for 2019 has been certified to the State. He stated staff are fine tuning the budget for final adoption in December.

Item No. 3 – Administrative Report

City Administrator Craig Clark stated he received some comments about the classification and compensation study. The \$500,000 is not to complete the study, it is for the implementation of the study.

Item No. 4 - Open Discussion

None.

Moved by Council Member Austin, seconded by Council Member Fischer, adjourning the meeting at 7:06 p.m.

Respectfully Submitted,

Ann M. Kasel
City Clerk