

MONONA CITY COUNCIL MINUTES
March 19, 2018

The regular meeting of the Monona City Council was called to order by Mayor O'Connor at 7:00 p.m.

Present: Mayor Mary K. O'Connor, Alderpersons Nancy Moore, Jennifer Kuhr, Brian Holmquist, Chad Speight, and Doug Wood

Excused: Alderperson Andrew Kitslaar

Also Present: City Administrator April Little, Public Works Director Dan Stephany, Parks & Recreation Director Jake Anderson, Finance Director Marc Houtakker, Jim Miller from Hutchinson Shockey Erley & Co., Mark Jankowski from General Engineering Company, and City Clerk Joan Andrusz

ROLL CALL AND PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

A motion by Alder Wood, seconded by Alder Holmquist to approve the Minutes of the March 5, 2018 City Council meeting, was carried.

APPEARANCES

Matt Marks, 5205 Mesa Road appeared before the Council and spoke against the Wyldhaven Park improvement project as it stands.

Jeff Hinz, 5100 Tonyawatha Trail appeared before the Council and spoke in favor of the Wyldhaven Park improvements.

PUBLIC HEARING

There was no Public Hearing.

CONSENT AGENDA

A motion by Alder Kuhr, seconded by Alder Speight to approve the following, was carried:

1. Applications for 2017/2018 Operator Licenses:
 - a. Erin A. Curtin, The Pizza Oven
 - b. Brian J. Scroggins, Speedway – Monona Drive

2. Applications for 2018/2019 Operator Licenses:
 - a. Jennifer L. Knox, Walmart
 - b. Michael F. Laures, Walmart
 - c. Brandi L. Quamme, Walmart
 - d. Calvin R. Trail, Walmart
 - e. Carissa M. Zweck, Walmart

3. Application for Renewal 2018/2020 Operator License:
 - a. Lindsey Reithmeyer, Snicks Sportman's Bar

UNFINISHED BUSINESS

Public Works Director Stephany reported the Council's request for language stating approval for three engineering firms has been added to the following Resolution.

A motion by Alder Kuhr, seconded by Alder Speight to approve Resolution 18-3-2249 Approval to Contract with MSA Professional Services, Inc. for Municipal Engineering Services, was carried.

Recreation Director Anderson reported there have been no changes to the Wyldhaven Park plans; he wants construction to start the week of April 2. All of the following projects were discussed and approved at the June and July Parks & Recreation Board meetings. Alder Wood reported he reviewed minutes and saw Wyldhaven Park was discussed at the November Board meeting and at the Capital Budget meeting. Recreation Director Anderson reported a concrete pad would be ADA accessible but the 15' x 25' deck provides the best view in the City for all visitors. It is unfortunate there are not more waterfront parks; these enhancements add value and he is strongly in favor of this project.

Alder Speight reported this project was discussed during his four years as Board Chair; a terraced approach was too cost prohibitive compared to a deck. Recreation Director Anderson responded he may be referring to Stone Bridge Park. A Madison park with a balcony "feel" was looked at when ideas were being gathered. Alder Moore stated she fully supports this project; the improved view adds value for all. She knows that neighbors will notice changes with a park change. But she also knows the work done is for everyone and the more lake access that can be provided, the better.

A motion by Alder Moore, seconded by Alder Wood to approve Resolution 18-3-2245 Approving a Bid for the Wyldhaven Park Improvements Project, was carried.

Recreation Director Anderson reported the Board discussed boat launch cost issues at its March 13 meeting but still wants the work to be done. Fees, which are used to maintain City facilities, would help pay for the work. \$21,000 in revenue is budgeted each year; collections over that are used for other projects. Boat launches are now earning \$30,000 per year due to Lottes Park improvements. He anticipates the launch improvements under consideration will also increase revenues. Use of excess fees will be paid back in 6 to 8 years.

Finance Director Houtakker reviewed funding including the boat launch fund balance, leftover funds in the Capital Budget, and holding back Winnequah Park work. An extra \$100,000 in borrowing was approved. If that is not used it can be used for the upcoming TIF #9 project. Interest should be charged as 2% will be lost. The Fund Balance remains at 23% to 24%. Alder Holmquist questioned whether that fund will be needed for operating costs. Finance Director Houtakker respond TIF #2 closing will increase the levy limit by \$350,000. TIF #2 has to be left open until 2019 for Renew Monona funding. Alder Moore reported the Board agreed the loan should be paid back as soon as possible, less than 10 years, and efforts should be made toward fee revenue increases through public service announcements and other sources. Recreation Director Anderson reported one boat launch will be closed at a time so revenues won't be affected. New equipment will improve data collection going forward.

A motion by Alder Wood, seconded by Alder Speight to amend Resolution 18-3-2246 Approving a Bid for Boat Launch Improvements at Winnequah Trail and Tonyawatha Trail to add repayment is required from the boat launch fees with 2% interest of any monies used from the General Fund balance for this project

A motion by Alder Speight, seconded by Alder Wood to approve Resolution 18-3-2246 Approving a Bid for Boat Launch Improvements at Winnequah Trail and Tonyawatha Trail, as amended, was carried.

Recreation Director Anderson reported there are no changes to the Ahuska Park tennis court project. He has worked with the low bidder in the past. The five westerly courts will be replaced and will be open before the high school tennis season begins. Finance Director Houtakker reported \$80,000 will come out of boat launch funds for the total cost overage of the four projects. A budget amendment is needed and can be done tonight. Alder Holmquist suggested the project can be approved to go over the budgeted amount and later an amendment with amounts separated out for clarity can be approved so they're recorded in the minutes.

A motion by Alder Holmquist, seconded by Alder Moore to amend Resolution 18-3-2247 Approving a Bid for the Ahuska Park Tennis Courts Improvement Project to exceed the amount originally requested by \$23,333 without specifying the funding source at this time, was carried.

A motion by Alder Moore, seconded by Alder Holmquist to approve Resolution 18-3-2247 Approving a Bid for the Ahuska Park Tennis Courts Improvement Project, as amended, was carried.

Recreation Director Anderson reported the following project includes the pool chemical storage unit, retaining wall, stair removal, and installation of an accessible path. The path connects to the tennis courts and skate park; users will avoid walking through the parking lot or on the grass. The project will start as soon as possible.

A motion by Alder Holmquist, seconded by Alder Speight to amend Resolution 18-3-2248 Approving a Bid for the Community Center / Pool Chemical Storage Project to exceed the amount originally requested by \$10,453 without specifying the funding source at this time, was carried.

A motion by Alder Wood, seconded by Alder Speight to approve Resolution 18-3-2248 Approving a Bid for the Community Center / Pool Chemical Storage Project, as amended, was carried.

Mayor O'Connor stated the funding for these projects will be taken care of at the next meeting.

NEW BUSINESS

A motion by Alder Wood, seconded by Alder Speight to suspend the rules and take action on the Application for 2017/2018 Patio Permit for La Rosita Mexican Buffet LLC, d/b/a La Rosita Mexican Buffet, 6001 Monona Drive, Monona, Wisconsin, 53716, was carried.

Alder Wood stated the Plan Commission approved the existing patio at this building for the previous tenant and didn't need to review this. Video surveillance is required at other patio locations.

A motion by Alder Wood, seconded by Alder Speight to approve the Application for 2017/2018 Patio Permit for La Rosita Mexican Buffet LLC, d/b/a La Rosita Mexican Buffet, 6001 Monona Drive, Monona, Wisconsin, 53716, amended to include the requirement that a video surveillance system approved by the Monona Police Department is installed and working prior to alcohol being served outside, was carried.

A motion by Alder Wood, seconded by Alder Kuhr to suspend the rules and take action on Resolution 18-3-2252 Authorizing the Issuance and Sale of \$2,800,000 General Obligation Promissory Notes, Series 2018A, was carried.

Finance Director Houtakker stated this is borrowing for 2018 Capital Budget projects. \$100,000 was added for park projects but could be used for TIF #9. Mr. Miller reported this debt was marketed and the all-inclusive interest rate is 2.99%. Rates have gone up but the economy has improved. Tax code changes reduced the effective tax rates.

A motion by Alder Wood, seconded by Alder Kuhr to approve Resolution 18-3-2252 Authorizing the Issuance and Sale of \$2,800,000 General Obligation Promissory Notes, Series 2018A. On a roll call vote, all members voted in favor of the motion.

A motion by Alder Holmquist, seconded by Alder Kuhr to suspend the rules and take action on Resolution 18-3-2253 A Resolution to Allow Beer Sales by Parks and Recreation Staff During Special Events in City Parks, was carried.

Recreation Director Anderson reported last year was the first year approval was received for beer sales in parks and the fencing requirement was waived. There have been no complaints and this is a nice addition for events. He wants to expand this to add a movie night at Bridge Road Park, a traveling biergarten at Schluter Park, and a Fall Festival movie night. He will seek sponsorships and issue an RFP for a craft brewery. Activities and food will be included at each event. The Parks & Recreation Board, License Review Committee, and Finance & Personnel Committee have approved this.

A motion by Alder Holmquist, seconded by Alder Kuhr to approve Resolution 18-3-2253 A Resolution to Allow Beer Sales by Parks and Recreation Staff During Special Events in City Parks, was carried.

A motion by Alder Wood, seconded by Alder Speight to suspend the rules and take action on Resolution 18-3-2244 Approval of Contract with General Engineering Company for Building Inspection Services, was carried.

City Administrator Little reported GEC charges \$70 per hour plus mileage at the IRS rate. This is an increase from the \$45 currently charged but there isn't a community to share services with at this time. Minimum office hours are guaranteed, currently the Inspector is in office four half-days per week. Residents will contact GEC for service, not City staff.

Mr. Jankowski reported GEC works primarily with engineering and design firms so can work well on complicated projects. It is difficult to find people to do this work. He has worked on getting staff in the area, and if this becomes a long-term agreement he would shift staff. Mayor O'Connor explained the City's current needs. Alder Speight questioned what the office hours would be if the contract is awarded. Mr. Jankowski will look at permit traffic but is looking at three days per week as needed per day. Mayor O'Connor suggested Monday, Wednesday, and Friday with the first hour in-office and then out on inspections.

Mr. Jankowski stated GEC is flexible but last minute calls may be difficult due to the travel distance from Portage. He will look at changes there. Alder Wood stated he has concerns with paying time and mileage; if this becomes a long-term relationship that would have to change. \$40,000 is estimated for five days per week. Mr. Jankowski stated the distance would be shortened; he would look for someone close by. Alder Wood responded competency is more important than proximity. Alder Moore questioned whether higher revenues will offset the additional cost. City Administrator Little responded it would. Mr. Jankowski stated GEC also does fee-based contracts and that could be looked at in the future.

A motion by Alder Speight, seconded by Alder Kuhr to approve Resolution 18-3-2244 Approval of Contract with General Engineering Company for Building Inspection Services, was carried.

City Administrator Little provided information on Resolution 18-3-2251 Approval to Contract with Maggie B. Communications for Municipal Communications Consulting Services. Five responses were received from the RFP that included needs assessment and branding work. The second lowest bidder was chosen because there were concerns with the low bidder's responsiveness. The Administrator Intern will do the branding survey in-house for cost savings. Tourism items are not part of the project. Alder Kuhr reported the work will be starting right away and be completed before fall. City Administrator Little will have timeline information for the next meeting.

REPORTS

Members announced upcoming committee meeting dates and times.

Alder Wood reported the License Review Committee took no action on the two "Class B" Liquor license applicants due to the lack of a quorum for voting because one member had a professional conflict.

Alder Speight reported there has been a rapid increase in ridership for the downtown Express service.

Alder Kuhr reported Monona Community Media won "Best in Show" in the short form documentary category at the 2018 Wisconsin Community Media Festival.

City Clerk Andrusz reported absentee voting continues to be available in City Hall through March 30, Monday through Friday, 8:00 a.m. to 5:00 p.m.

City Administrator Little reported members should let the Administrator Intern know if they wish to attend the Clean Lakes Alliance breakfast.

Mayor O'Connor reported the Volunteer Appreciation Reception is Thursday, April 26 at 5:30 p.m. at the Community Center. Members are reminded to follow up on several committees regarding membership renewals or new appointments. She wants these all approved at the April Organizational meeting. The Yahara Commons groundbreaking is scheduled for May 1. She would like to gauge interest in active shooter training for the Council provided by Police Officer Jim Reiter. Alder Holmquist reported the Public Safety Commission is looking at how that fits into emergency management training. Mayor O'Connor agreed with this but also wants training for the Council. The Long-Range Facilities Advisory Committee meets for the first time this Thursday.

APPOINTMENTS

A motion by Alder Wood, seconded by Alder Speight to approve the Appointment of Connie Miley to the Long-Range Facilities Advisory Committee (effective immediately), was carried.

ADJOURNMENT

A motion by Alder Wood, seconded by Alder Moore to adjourn, was carried. (8:14 p.m.)

Joan Andrusz
City Clerk