



City of Fort Atkinson
City Clerk/Treasurer's Office
101 N. Main Street
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, MAY 2, 2023 – 7:00 PM
CITY HALL – SECOND FLOOR**

1. CALL MEETING TO ORDER

President Johnson called the meeting to order at 7:00 pm.

2. ROLL CALL

Present: Cm. Becker, Cm. Jaeckel, Cm. Schultz and President Johnson. Also present: City Manager, City Attorney, City Engineer, City Clerk/Treasurer, Public Works Superintendent and Building Inspector.

3. PUBLIC HEARING – NONE

4. PUBLIC COMMENT:

Nathan Friedl, 430 N High Street – he submitted an application for the City Council vacancy and introduced himself to the Council.

5. CONSENT AGENDA:

a) Review and possible action relating to the minutes of the April 18, 2023 regular Fort Atkinson City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)

b) Review and possible action relating to the minutes of the April 25, 2023 regular Fort Atkinson Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)

c) Review and possible action Special Event: River Run and Rhapsody on Saturday, Aug. 26, 2023 from 8 a.m. to 9 p.m. at various locations (Ebbert, Clerk/Treasurer/Finance Director)

d) Review and possible action relating to Citizen Appointments to Committees, Commissions, and Boards (Houseman, City Manager)

Cm. Becker moved, seconded by Cm. Schultz to approve the Consent Agenda as listed, items 5.a. through 5.d. Motion carried.

6. PETITIONS, REQUESTS, AND COMMUNICATIONS – NONE

7. RESOLUTIONS AND ORDINANCES

a) First reading of an Ordinance to amend the Official Zoning Map of the City of Fort Atkinson to change the zoning from Single-Family Residential (SR-2) to Multi-Family Residential (MRH-30) for a portion of the City-owned property located along Banker Road (Selle, City Engineer/Director of Public Works)

Engineer Selle reviewed the request as part of the first phase of the implementation of the Banker Road Neighborhood Plan, adopted in 2021. In total, the Neighborhood Plan covers 75.62 acres located within 3 parcels on the east and west sides of Banker Road, from Campus Drive to Hoard Road. The City of Fort Atkinson owns all 3 parcels within the planning area. The proposed Rezoning includes only a portion of the southernmost property (parcel number: 226-0614-3323-000) from SR-2 to MRH-30. Today, the applicant has submitted plans for formal review of rezoning of the new property to MRH-30, Multi-Family Residential.

Cm. Becker moved, seconded by Cm. Schultz to direct the City Manager to prepare this ordinance for a second reading at the May 16, 2023 City Council meeting. Motion carried.

b) First reading of an Ordinance to amend the Official Zoning Map of the City of Fort Atkinson to change the zoning from Single Family Residential (SR-5) to Duplex (DR-8) for the property located at 426 McMillan St. (Selle, City Engineer/Director of Public Works)

Engineer Selle reviewed Section 70.05.02 and 70.06.01 of the City of Fort Atkinson Land Division and Development Ordinance outlines the requirements a Preliminary Plat review and approval by the Plan Commission and City Council for conformance with all ordinances, plans, and document requirements. Section 15.10.31 of the City of Fort Atkinson Zoning Ordinance outlines the requirements for a Zoning Map Amendment process. This requires a public hearing, review, and approval by the Plan Commission and the City Council on the consistency of the proposal with adopted plans. The proposed project includes the relocation of 4 existing single-family homes from 603, 609, and 615 N. Fourth Street and 403 McMillen Street to Lots 2-5, the new construction of one new duplex on Lot 1, and supporting road, sidewalk, sewer, water, and stormwater infrastructure. The existing home relocation is planned to occur in late 2023 to make way for the planned Fourth Street right-of-way vacation and Fort Healthcare north parking lot project. The new duplex is planned for construction in 2024. Fort Healthcare has been working with the City throughout 2022-2023 to consolidate its services and parking within the hospital campus site to make way for an ambitious mixed-use development north of Florence Street on the east side of McMillen Street. This would include a mix of single-family, two-family, and multi-family residential, in addition to some office, clinic, and supporting services. There will be many opportunities for public engagement.

Cm. Schultz moved, seconded by Cm. Becker to direct the City Manager to prepare this ordinance for a second reading at the May 9, 2023 Joint City Council/Plan Commission meeting. Motion carried.

8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

a) City Manager's Report (Houseman, City Manager)

No action required.

9. UNFINISHED BUSINESS

a) Election of President Pro Tem for the term of May 2, 2023 – April 16, 2024 (Houseman, City Manager)

The City Council President will call for nominations from the Council for the President Pro Tem.

Cm. Becker moved to nominate Cm. Schultz to the position of City Council President Pro Tem for the 2023-2024 year. Seconded by Cm. Jaeckel. Motion carried.

10. NEW BUSINESS:

a) Review and possible action related to moving the date of the July 4, 2023 Council meeting to July 6, 2023 due to 4th of July Holiday (Ebbert, Clerk/Treasurer/Finance Director)

Cm. Schultz moved, seconded by Cm. Jaeckel to approve changing the date of the July 4th City Council meeting to July 6, 2023, due to the 4th of July holiday. Motion carried.

b) Review and possible action related to the 2023 Water Main Replacement and Road Construction Project (Selle, City/Engineer Director of Public Works)

Engineer Selle reviewed the 2023 street and water main replacement work that will occur on Rogers St (N High to Jefferson), Florence St (Sherman Ave to McMillan), Wilcox St (N High St to N 4th St), Glenview Court, and Curtis Circle. Water main and services, curb and gutter, driveway aprons, and new asphalt will be added. Wilcox and Florence St will have sidewalk completed on both streets. Rogers St, Glenview Ct and Curtis Circle will not. Two bids were received for this work, one from Forest Construction and a second from EN Hughes. Forest Construction was the low bid. Staff bid the project with a number of additional items to allow reduction in scope if necessary to match funding. At present, Staff intends to award the project activating all additional items, though the Wilcox storm sewer repair may be reduced or eliminated if the existing sewer proves to be in better shape than expected.

CONSTRUCTION EXPENSES	ACCOUNTS					GRAND TOTALS
	SAN ACCT	WATER MAIN	WATER HYD/SERV	STORM ACCT	ROAD ACCT	
BASE CONSTRUCTION TOTAL	\$ 261,602.50	\$ 663,995.83	\$ 293,460.00	\$ 138,579.50	\$ 788,985.67	\$ 2,146,623.50
ADD A-B TOTAL	\$ 20,280.00	\$ 101,733.67	\$ 50,000.00	\$ 31,725.00	\$ 164,563.83	\$ 368,302.50
ADD C-E TOTAL	\$ -	\$ -	\$ -	\$ 77,740.00	\$ 76,072.00	\$ 153,812.00
CONTINGENCY 10%	\$ 28,188.25	\$ 76,572.95	\$ 34,346.00	\$ 24,804.45	\$ 102,962.15	\$ 266,873.80
TOTAL	\$ 310,070.75	\$ 842,302.45	\$ 377,806.00	\$ 272,848.95	\$ 1,132,583.65	\$ 2,935,611.80

Cm. Becker moved, seconded by Cm. Schultz to approve a contract with Forest Construction for the 2023 Water Main Replacement and Road Construction Project in an amount not to exceed \$2,668,738.00 and authorize the Director of Public Works to manage a 10% contingency fund in the amount of \$266,873 with oversight of the City Manager. Motion carried.

c) Review and possible action relating to a Certified Survey Map for a portion of the City-owned property located along Banker Road (Selle, Director of Public Works)

Engineer Selle presented the request seeking approval of a Certified Survey Map within the 75 acres of land the City owns. The parcel will be the first project in developing the Neighborhood Plan approved by Plan Commission and City Council. The CSM includes dedication of new public right of way for a road, named Trillium Dr. along the north edge of the parcel, as well as Right of Way for the relocated Banker Rd, proposed in the overall plan.

Cm. Schultz moved, seconded by Cm. Becker to approve a one-lot Certified Survey Map for a portion of the City-owned property located along Banker Road. Motion carried.

11. MISCELLANEOUS – NONE

12. CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS:

a) Review and possible action relating to the Verified Claims presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)

Cm. Becker moved, seconded by Cm. Schultz to approve the Verified Claims presented by the Director of Finance and authorize payment. Motion carried.

13. ADJOURNMENT

Cm. Schultz moved, seconded by Cm. Jaeckel to adjourn. Meeting adjourned at 7:35 pm.

Respectfully submitted,

Michelle Ebbert

City Clerk/Treasurer/Finance Director