

CITY OF STEVENS POINT

BOARD OF PUBLIC WORKS MEETING

Monday, October 13, 2014
Lincoln Center – 1519 Water Street
Stevens Point, WI 54481

MINUTES

PRESENT: Mayor Andrew Halverson, Comptroller/Treasurer (C/T) Corey Ladick, Director of Public Works Scott Schatschneider and Tricia Church; **Alderspersons:** George Doxtator(1st), and Randal Stroik(9th).

EXCUSED: Michael O'Meara(3rd) and Jeremy Slowinski(6th)

ALSO PRESENT:

DIRECTORS: Michael Ostrowski – Community Development and Tom Schrader – Parks and Recreation.

ALDERPERSONS: Mike Wiza(4th), Mary Stroik(5th), Roger Trzebiatowski(7th), Tony Patton(8th), Michael Phillips(10th) and Jerry Moore(11th).

CITY STAFF MEMBERS: City Attorney A. Logan Beverage, City Clerk John Moe, Police Chief Kevin Ruder, Assistant Police Chief Tom Zenner, Fire Chief Bob Finn, Mayoral Assistant Kelley Pazdernick.

OTHERS PRESENT: Nate Enwald – P.C. Gazette, Sari Lesk – Stevens Point Journal, Brandi Makuski – Stevens Point City Times, Lonny Lee – WSAU, Kevin Hagen and Bruce Gerland – AECOM Technical Services, Barb Jacob – 1616 Depot Street, Hans Walther – 2424 Ellis Street, Bob Fisch – 1033 Smith Street and Carl and Shirley Debolt – 2312 Linden Street.

Mayor Andrew Halverson called the Board of Public Works meeting to order on October 13, 2014 at 6:14 P.M. The meeting was held at The Lincoln Center located at 1519 Water Street in Stevens Point, WI 54481.

1. Consideration and possible action to approve final design contract with AECOM for the Hoover Road Grade Separation Project.

Director Schatschneider explained when this project began; the initial funding was through Congressman David Obey who was able to deliver the City of Stevens Point an earmark. That earmark enabled the City to develop a 30% design plan that has been submitted and is in the process of being reviewed and approved. Director Schatschneider feels this contract is at a very good price as design contracts go.

Aldersperson Stroik asked if this money will be paid for by that earmark. Mayor Halverson explained that this will be the first money that would come out of available dollars in-hand that was allocated for the Business 51 Project.

Director Schatschneider added that there will be an additional contract that we will have to sign with a land acquisition specialist; AECOM is strictly designing of the project in terms of the roadway and structure.

Alderson Stroik moved; seconded by Alderson Doxtator to approve the final design contract with AECOM for the Hoover Road Grade Separation Project.

Ayes all; nays none; motion carried.

2. Consideration and possible action to approve the contract for the Coye Drive Intersection Control Evaluation.

Director Schatschneider explained that since we started the Hoover Road Grade Separation Project, the Coye Drive intersection has continuously come up. Due to the overpass, Joerns Drive will turn into a cul-de-sac which will leave Coye Drive the only inlet and outlet to the business park. This contract is to look at design alternatives that will need to be looked at.

Kevin Hagen with AECOM took the podium to explain what their Intersection Control Evaluation (ICE) would include. They would look at the geometrics of the intersection and what kind of traffic control would be needed of that intersection so that it functions properly after the grade separation goes in.

Director Schatschneider added another thing AECOM will be looking at is to see if it would be beneficial to extend Heffron Street to the east.

Alderson Stroik asked what this contract would tell us that is not obvious. Alderson Stroik added that we already know we will need to put some kind of traffic lights in and extend Heffron Street for another access point. Mayor Halverson added that unfortunately given the connection with state dollars we need to go through the process to determine the actual geometric statistics and traffic counts as part of that.

Alderson Stroik asked if there will be any grant money that we would be eligible for to offset this. Mayor Halverson said there will be several grant programs that will be analyzed as part of this process.

Alderson Stroik moved approval based on the necessity of having this in place; seconded by Mayor Halverson to approve the AECOM Contract for the lump sum of \$18,900.00.

Ayes all; nays none; motion carried.

3. Consideration and possible action to approve releasing Request For Proposals (RFP) for a Traffic Impact Analysis (TIA) at E.M. Copps Drive/Brilowski Road Intersection and the County Highway R Corridor from USH 10 to CTH HH.

Director Schatschneider explained that as part of the Skyward Development, the intersection of E.M. Copps Drive and Brilowski Road will need to have a Traffic Impact Analysis (TIA) done. Also, given the amount of development that we anticipate to the east, we want to include the area from USH 10 to CTH HH. Director Schatschneider reported that we did reach out to Portage County and Village of Plover and they both entities expressed interest.

Mayor Halverson added that this is actually a growth requirement on what we will have to do.

Mayor Halverson moved approval to release RFP's for the TIA Services and instructed Director Schatschneider to continue conversations with Portage County and the Village of Plover on cooperation; seconded by Alderperson Doxtator.

Alderperson Stroik asked if there was any cost involved at this point. Director Schatschneider said not at this point, he and Michael Ostrowski will put together an RFP that lists all the things that we want to have researched and they will respond with what they can do for us along with prices.

Ayes all; nays none; motion carried.

4. Consideration and possible action to amend the Parking Ordinance Chapter 9, Section 9.05 (e) for 30 Minute Parking on the north side of Park Street between Church Street and Strongs Avenue.

Director Schatschneider stated that this was a request from a business owner that is looking to expand operations at the old service station at the intersection of Park and Division. Therefore, the request was being made on behalf of the business owners to modify the parking on Park Street from unlimited to 30 Minute Parking. Director Schatschneider added that the owners are here to answer questions.

Alderperson Stroik asked to hear the owners' proposal and why the request.

Carl and Shirley Debolt took the podium to explain that they would like to open a business called Carl D's Soft Serve. They would be selling premium soft serve ice cream and flavored kettle corn. They will be spending a lot of money on fixing that corner and the building up. The reason for the request is because they will be selling impulse items that would require only in and out parking for their customers.

Alderperson Stroik asked what the hours of operation will be. Carl Debolt said from 9:00 a.m. to 10:00 p.m. 7 days a week.

Alderperson Wiza asked if all the property owners were notified of this potential change. Director Schatschneider stated they were not notified. Alderperson Wiza urged the committee to postpone action on this until the property owners can be notified.

Barb Jacob – 1616 Depot Street stated she is one of the business owners in the vicinity and she made contact with the businesses in that area and none of them were aware of this nor were any of them in favor of it. She said there is not enough parking in that area to begin with.

Alderperson Stroik said he is glad that Barb Jacob spoke to the business owners but he is still going to make a motion to approve this request. It is a new business wanting to come in and will only require 30 minute in and out egress. In his motion he asked that the Director notify all the surrounding business owners prior to Council so they can address it then if they have major issues with it; seconded by C/T Ladick.

Ayes majority; nays minority; motion carried.

5. Consideration and possible action on discussion and review of the parking RFP results.

Director Schatschneider explained that the City went out for RFP's for a parking analysis and management plan in August and received them back late September. Tonight is the first step in discussing what we received.

Mayor Halverson added that Director Ostrowski and Police Chief Ruder are here and can come forward as well because it is a joint effort between the three department heads.

Mayor Halverson pointed out that the parking situation is getting worse and worse every day. The amount of on street parking that we are experiencing is not a good situation. One thing we need to understand is that it is not the tax payer's responsibility of the City to provide free parking for this many vehicles.

Aldersperson Stroik asked if this \$62,000.00 is available now. Mayor Halverson said it would be put in the capital borrowing for 2015.

Director Schatschneider said he had a question that came up today on the speed at which this would be occurring and how we get the community involved if we move forward with this study. He stated that part of the duties that were written as part of this RFP were to have a kick off meeting with City Staff to plan stakeholders and public participation methods and dates. Then have up to 6 stakeholder meetings to include property owners, employers, residents, community organizations, city staff and groups as determined by the City then have 2 additional public input meetings, and lastly a presentation of the final plan to the City Council. The intension is to have a lot of engagement with the general public into how we want to build this plan.

Aldersperson Stroik asked if we would be looking at putting parking meters in front of property owner's homes. Mayor Halverson said it is too early to tell and parking meter parking can also start and end at a particular time of day.

Aldersperson Doxtator added that he feels it would be good to address the parking issues downtown.

Chief Ruder added that on the enforcement side of things the police department's parking ticket writers are obsolete due to the software. We are holding off for this RFP so it can determine what new equipment will be needed.

Aldersperson Stroik moved approval of spending the \$62,000.00 for the SEH as recommended by the Directors and Police Department; seconded by Aldersperson Doxtator.

Ayes majority; nays minority; motion carried.

6. Consideration and possible action to accept the Director's Report and place it on file.

Director Schatschneider added in his report that in September American Public Works Association (APWA) puts on Snow Plow Rodeo at Lambeau Field in Green Bay. This year, the Streets Department went to it with a handful of employees and Kevin Bartkowiak won 5th place driving a plow truck in the Snow Plow Rodeo.

Aldersperson Doxtator asked if they are going to redo the east side of the Shopko Parking Lot. Director Schatschneider said that is correct.

Aldersperson Stroik placed a motion to approve the Director's Report and place it on file; seconded by Mayor Halverson.

Ayes majority; nays minority; motion carried.

- 7. ADJOURNMENT: Mayor Andrew Halverson adjourned the October 13, 2014 Board of Public Works Meeting at 6:53 P.M.**

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF STEVENS
POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That subsection 3. of Section 9.05(e) of the Revised Municipal Code, 30 Minute Parking is hereby **amended** to read as follows:

9.05(e) 3. On the north side of Park Street from a point 75 feet west of Division Street to a point 15 feet east of Strongs Avenue.

SECTION II: This Ordinance shall take effect upon passage, publication and erection and/or removal of signs.

APPROVED: _____
Andrew J. Halverson, Mayor

ATTEST: _____
John Moe, City Clerk

Dated: October 8, 2014
Approved: October 20, 2014
Published: October 24, 2014