



Board of Public Works

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Agenda

Monday, August 7, 2017

7:30 PM

De Pere City Hall Council Chambers

Pursuant to Wisconsin Statutes 19.84, Notice is hereby given to the public that a meeting of the **Board of Public Works** of the City of De Pere will be held on **August 7, 2017** at **7:30 PM** in the **De Pere City Hall Council Chambers**, 335 S. Broadway Street, De Pere, WI 54115.

This meeting can be viewed LIVE at www.depere.tv. This meeting is also rebroadcast on TW Cable Channel 4 and AT&T U-verse Channel 99 throughout the week and available on demand at www.depere.tv.

I. Call to Order

1. Roll Call

II. Public Comment

III. Items

1. Approval of the Board of Public Works July 10, 2017 Meeting Minutes.
2. Consider Full or Partial Closure for Main Avenue & Lawrence Drive Roundabout During Construction.*
3. Consider Proposed Storm Sewer-Drainage Easements - Cornellius Martin Court.*
4. Consider Project Approach and Timeline for Sidewalk Construction on Lawrence Drive from Scheuring Road to Main Avenue.
5. Consider Recommendations from City Engineer from Parking & Traffic Action Items.
6. Discuss Updates from the City Engineer for Parking & Traffic Minutes.

IV. Future Agenda Items

V. Adjournment

***Items with an asterisk require City Council approval.**

Any person wishing to attend this meeting who, because of disability, requires special accommodations should contact the Clerk-Treasurer's office at 339-4050 by Noon, Monday August 7, 2017 so that arrangements can be made.

Agenda Sent To:

Mayor
Alderpersons
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce
Definitely De Pere

Timothy J. & Laurie M. Sewall
Alison D. Keast
Carr Trust Etal

Notice is hereby given that a majority of the members of the Common Council of the City of De Pere may attend this meeting to gather information about a subject (s) over which they have

decision-making responsibility.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 7, 2017

DEPARTMENT: Public Works

FROM: Pam Denis

SUBJECT: Approval of the Board of Public Works July 10, 2017 Meeting Minutes.

ATTACHMENTS:

- Draft BOPW July 10, 2017 Meeting Minutes (PDF)



Board of Public Works

Regular Meeting

335 South Broadway
De Pere, WI 54115
<http://www.de-pere.org>

Draft Minutes

Monday, July 10, 2017

7:30 PM

De Pere City Hall Council Chambers

I. Call to Order

The meeting was called to order at 7:30 PM by Mayor Michael J. Walsh

Attendee Name	Title	Status	Arrived
James Boyd	Aldersperson	Present	
Dan Carpenter	Aldersperson	Present	
Jonathon Hansen	Aldersperson	Present	
Dean Raasch	Aldersperson	Present	
Michael J. Walsh	Mayor	Present	

Others present were Scott Thoresen, Director of Public Works, Eric Rakers, City Engineer, and Pam Denis, Recording Secretary.

II. Public Comment

None

III. Items

- Approval of the Board of Public Works June 12, 2017 Meeting Minutes.

Aldersperson Carpenter moved to approve the Board of Public Works June 12, 2017 meeting minutes, Aldersperson Raasch seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dan Carpenter, Aldersperson
SECONDER:	Dean Raasch, Aldersperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

- Consider Bids for Design and Construction Management Services of Reid Street Sign Bridge.*

Scott Thoresen, Director of Public Works, reviewed the bids for the design and construction management services for the Reid Street Sign Bridge. Two bids were received. Discussion followed, including but not exclusive, to when construction would begin, where the money was coming from, what the discrepancies in the bids were. Director Thoresen stated that the intent was to have the design completed so that construction could be completed for the Spring season for banners. He also stated that the construction costs would be budgeted for next year, but the engineering costs would come out of a contingency fund. Discussion followed regarding the memo numbers and the bid costs. Aldersperson Boyd moved to award the Design and Construction Management Services to Graef in the amount of \$11,765.00 with the condition that the numbers would be clarified by the Director of Parks, Recreation, and Forestry, Aldersperson Carpenter seconded the motion. Upon vote, the motion passed.

Attachment: Draft BOPW July 10, 2017 Meeting Minutes (6097 : Approval of the BOPW July 10, 2017 Meeting Minutes)

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	James Boyd, Alderperson
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

3. Consider Award of Contract 17-09 Pond and Drainage System Construction*

Eric Rakers, City Engineer, stated that the Engineering Department had received bids for Project 17-09 Pond and Drainage System Construction. This project involves work at two locations including the pond at Optimist Park and the swale repair from the City outfall off of Cornellius Martin Court.

Alderperson Raasch moved to award the bid to MCC, Inc. in the amount of \$194,234.53, Alderperson Hansen seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Dean Raasch, Alderperson
SECONDER:	Jonathon Hansen, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

4. Consider Removal of Precision Sealcoating Inc. as Contractor for Project 17-13 Crackfilling and Awarding to Asphalt Seal and Repair, Inc.*

Eric Rakers, City Engineer, read a memo from the City Attorney, Judith Schmidt-Lehman, regarding rescinding the Award of Contract 17-13 Crackfilling. Engineer Rakers explained that the contract had originally been awarded to Precision Sealcoating, Inc. Subsequent to the award, Precision Sealcoating, Inc. would not agree to the City's methods for measurement and payment for the project as outlined in the Work Sequence under Section 01 10 00 Summary of Work in the Project Manual for Project 17-13. The next lower bidder, Asphalt, Seal, and Repair, Inc. is willing to take over this contract as the primary contractor. Engineer Raker stated that the price difference between Precision Sealcoating, Inc. and Asphalt Seal and Repair, Inc. was \$675. Precision Sealcoating, Inc. is willing to pay the difference between the award prices.

Mayor Walsh moved to remove Precision Sealcoating, Inc. as the contractor for Project 17-13 and award the new contract to Asphalt Seal and Repair, Inc. and that the bid bond for Precision Sealcoating, Inc. be held until payment in the amount of \$675 is received by the City from Precision Sealcoating, Inc., Alderperson Raasch seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dean Raasch, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

5. Consider Contract Renewal for Commercial & Industrial Cross Connection Control Program*

Scott Thoresen, Director of Public Works, stated that the Commercial and Industrial Cross Connection Program, which was begun in 2008 and is mandated by the Department of Natural Resources, was due for renewal. He stated that the purpose of the cross connection program is to ensure that the City provides and protects the water distribution system for safe drinking water. Director Thoresen explained that Hydrocorp is also under contract (10 years) for the residential cross connection program. Discussion followed.

Mayor Walsh moved to approve the contract with Hydrocorp for an additional 2 years for the Commercial and Industrial Cross Connection program in the amount of \$55,416.00, Alderperson Boyd seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	James Boyd, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

6. Recommendation regarding the release of a utility easement at the 300 BLK N. Wisconsin Street (Parcel ED-880 & ED-881). Submitted by City of De Pere.*

Eric Rakers, City Engineer, reviewed the utility easements to be released at the 300 Block of N. Wisconsin Street. Discussion followed, including clarification that the moving of utilities would not be a City responsibility.

Mayor Walsh moved to approve the release of a utility easement at the 300 Block of N. Wisconsin Street (Parcel ED880 & ED-881). Alderperson Carpenter seconded the motion. Upon vote, the motion passed.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael J. Walsh, Mayor
SECONDER:	Dan Carpenter, Alderperson
AYES:	Boyd, Carpenter, Hansen, Raasch, Walsh

IV. Future Agenda Items

None.

V. Adjournment

Mayor Walsh moved to adjourn the Board of Public Works. Alderperson Hansen seconded the motion. Upon vote, the motion passed and the meeting was adjourned at 8:15pm.

Respectfully submitted,
Pam Denis

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 7, 2017

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Full or Partial Closure for Main Avenue & Lawrence Drive Roundabout During Construction.*

The City of De Pere is proposing the construction of a multi-lane roundabout at the intersection of Main Avenue and Lawrence Drive in 2018. This intersection currently consists of Main Avenue running east and west, Lawrence Drive to the south, and several private driveways on the north, at or in the intersection. Main Avenue is an urban arterial street with an average daily traffic (ADT) of approximately 18,000. Lawrence Drive is collector with approximately 6,800 ADT.

An initial design for the roundabout was created in 2015 and 2016 to verify that a roundabout was viable at this location as well as obtain preliminary approval from the Wisconsin Department of Transportation. In addition to this, construction estimates were generated for the roundabout based on a full closure of the intersection during construction and a partial closure with a lane of traffic being maintained for eastbound traffic through construction. Westbound traffic would be detoured. The estimate for a full closure is \$2,100,000. The estimate for a partial closure is \$2,500,000.

The Engineering Department received proposal for design and construction services for the Main and Lawrence roundabout earlier this year. The project was awarded to JT Engineering. Engineering fees were included for the design and construction of a full closure and a partial closure. The cost for a full closure is \$221,600 and a partial closure is \$264,400.

City staff held a public information meeting on June 6th to gather input from property owners in the area on a full versus partial closure of the intersection during construction. The meeting was live streamed and recorded for future viewing. From that meeting and letters received, six parties prefer a full closure and two parties (both representing Festival Foods) prefer a partial closure. Staff also met individually with Festival Foods representatives in order to explain the closure options and answer questions. A copy of the presentation, survey summary, and responses is included.

The initial design of the roundabout had an estimate of 12 weeks (84 days) for full closure of the intersection to construct the center of the roundabout. Based on the design being completed, the full closure time frame has been reduced to 60 days. Under either full or partial closure, construction will likely commence in March or April and continue through a majority of the

construction season while one lane of traffic is maintained in each direction.

Staff is recommending a full closure of the roundabout based on the following:

- Significant reduction in design and construction costs (\$442,800 in savings). The TID plan is tight on funding for the proposed roundabout. The cost savings is important to the overall TID.
- The majority of responses received are in favor of a full closure.
- The full closure time will be reduced to 60 days and can be scheduled over the summer in order to minimize the impact to Festival Foods.

ATTACHMENTS:

- Main Lawrence Roundabout Presentation 6-7-17 (PDF)
- Main Lawrence Closure Survey Results (PDF)
- Main Lawrence Roundabout FestFoods Letter (PDF)



**Main Ave & Lawrence Drive
Roundabout Informational Meeting
June 7, 2017
3:00PM – 4:00PM**



AGENDA

1. Project Overview and History
2. Preliminary Design
3. Funding and Tax Increment Financing District
4. Construction Phasing Options
5. Next Steps



PROJECT OVERVIEW & HISTORY

2011 Traffic Analysis Memo from TADI

Primary Findings

1. The southbound McDonald's driveway, which exists opposite Lawrence Drive, currently operates with egress movements at undesirable LOS E conditions during the weekday morning peak hour.
2. The westbound left-turn queue at Lawrence Drive and eastbound left-turn queue at Tenth Street currently fill available turn storage and are expected to spillback beyond available storage in the next two to three years. When this occurs, eastbound/westbound through traffic will experience restricted flow and increase rear-end and sideswipe crash exposure to traffic on Main Avenue.
3. Without modifications at the Main Avenue intersection Lawrence Drive, eastbound traffic waiting at the Lawrence Drive intersection is expected to queue back into the roundabout at the USH 41 northbound ramps in approximately Year 2020. Westbound traffic waiting at the Lawrence Drive intersection is expected to queue back into Tenth Street signalized intersection in approximately the same year.

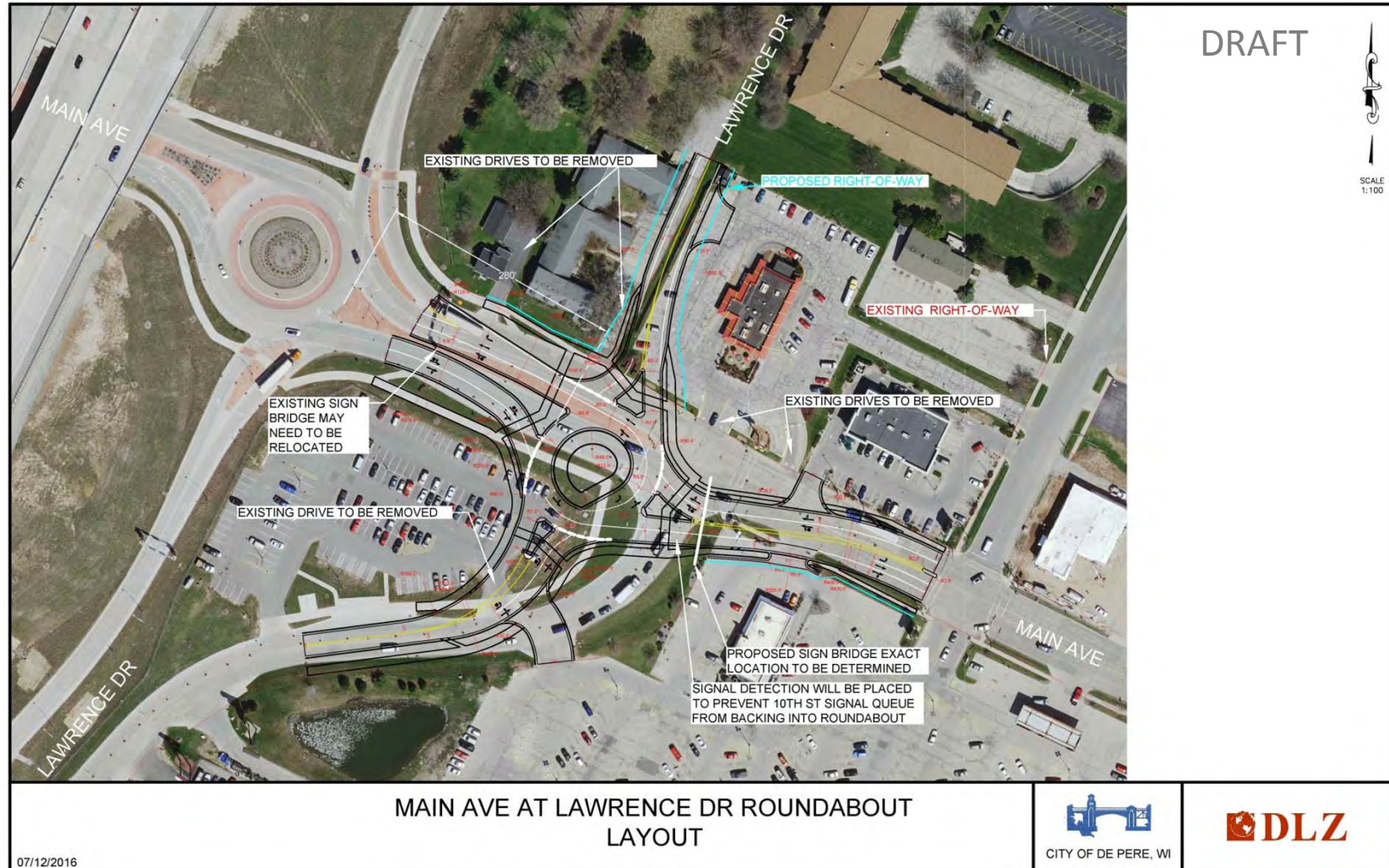
PROJECT OVERVIEW & HISTORY



City of De Pere

Main & Lawrence Roundabout Meeting

PRELIMINARY DESIGN



Area Development Plan

Construction not scheduled,
to be determined based on
funding & development

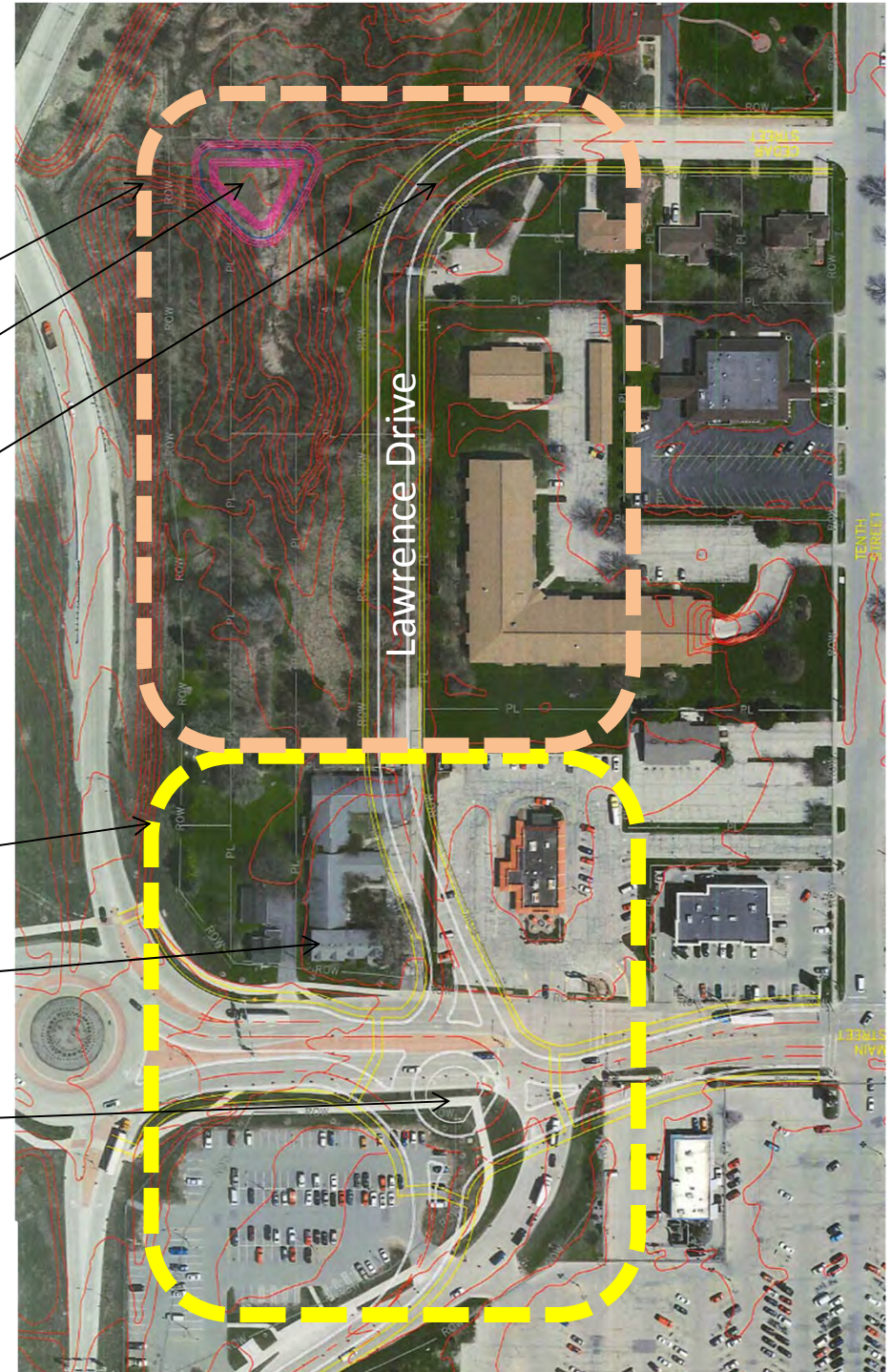
Regional Detention

Cedar St Connection

2018-2019 Construction

Proposed Retail

Roundabout





FUNDING AND TID #13

Proposed TID #13 – Mixed Use TID

Increment used to fund project

Public Hearing – June 19

Council Review - July 18

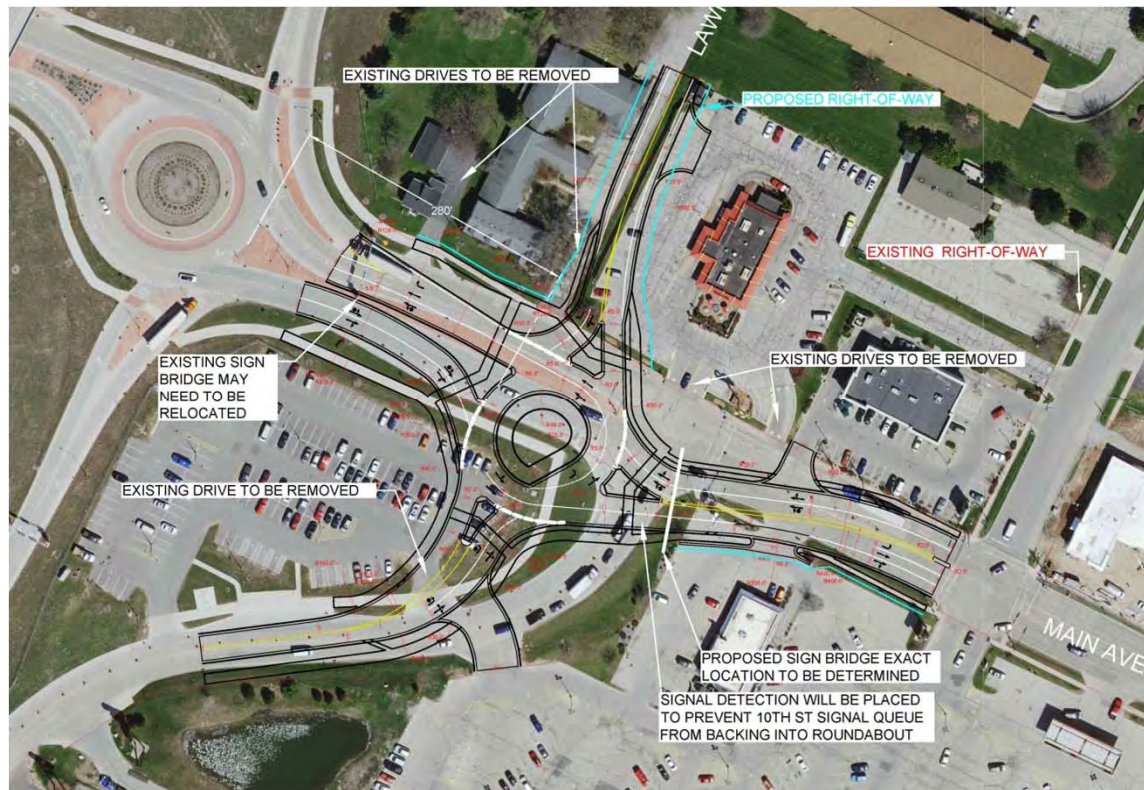
Joint Review Board - July 24 (est.)





PRELIMINARY DESIGN

Construction Phasing Options Full Closure and Partial Closure





CONSTRUCTION PHASING OPTIONS

Construction Option A - Full Closure

Full closure of Main/Lawrence Intersection

Estimated Hard Costs: \$2,100,000

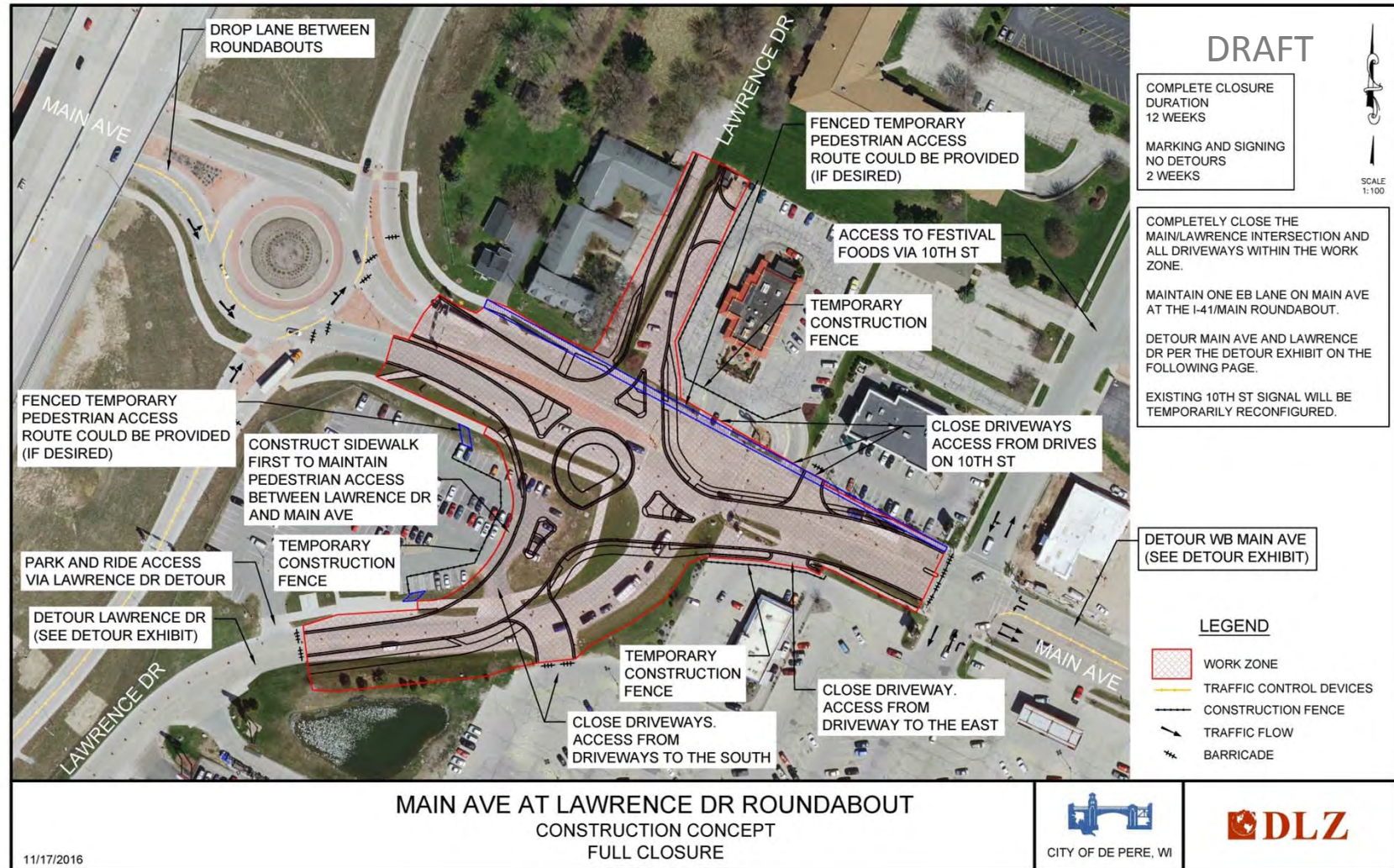
Construction Length April – August 2018:

- o Utility Construction
 - Likely 3 to 6 Weeks
- o Full Closure – 12 Weeks
- o Marking, Signing, Final Restoration – 2 Weeks

Estimated Start/Finish: April 2018 Through August 2018

Possible Detour Route: Main-Ninth-Grant-Mid Valley

Full Closure Option





CONSTRUCTION PHASING OPTIONS

Construction Option B - Partial Closure

Partial closure of Main and Lawrence Intersection (no west bound traffic permitted)

Estimated Hard Costs: \$2,500,000

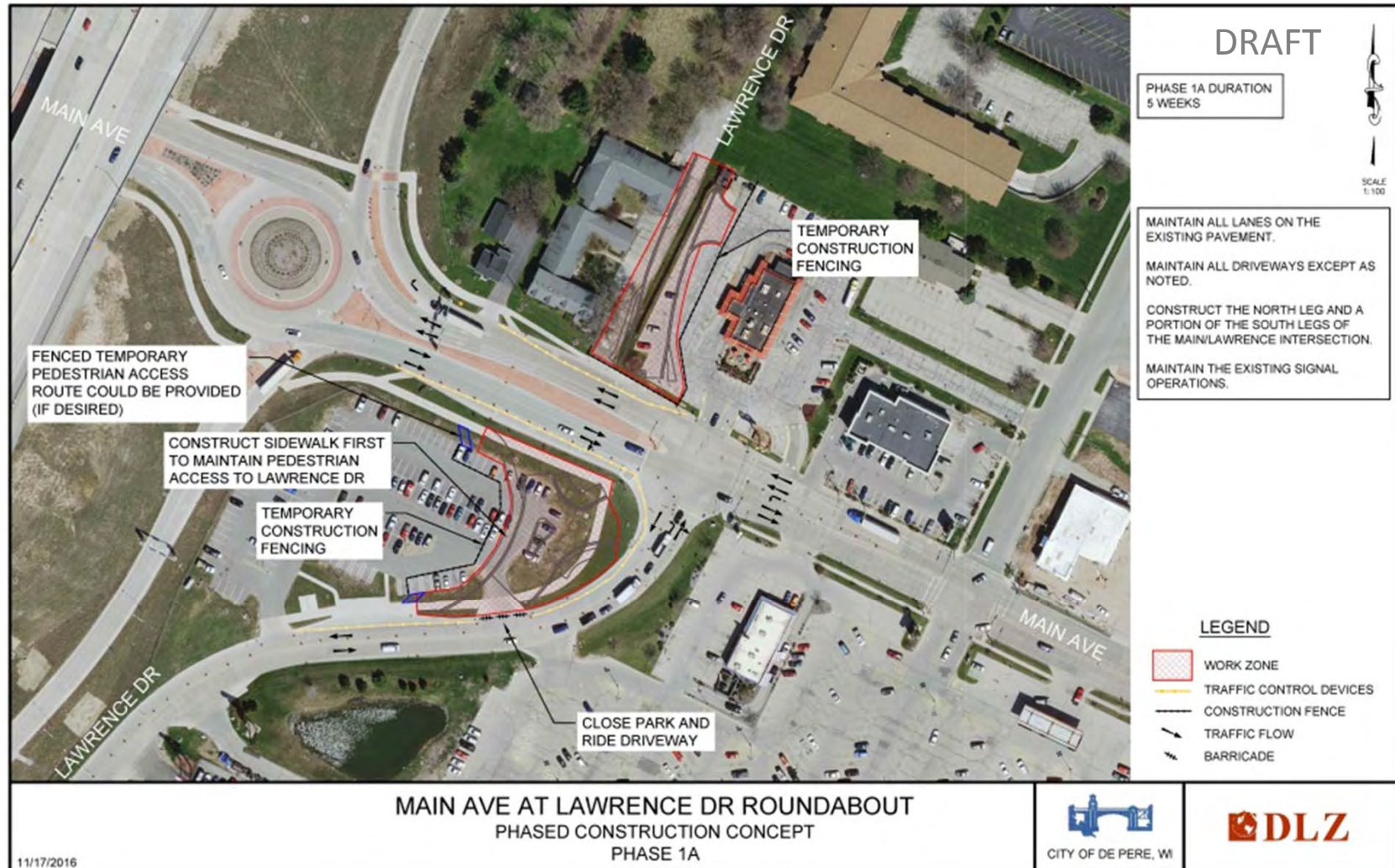
Construction Length:

- o Utility Construction
Likely 3 to 6 Weeks
- o Partial Closure – 20 Weeks
 - Several Traffic Shifts

Estimated Start/Finish: April 2018 to Mid-October 2018

Possible Detour Route: Main-Ninth-Grant-Mid Valley

Partial Closure Option

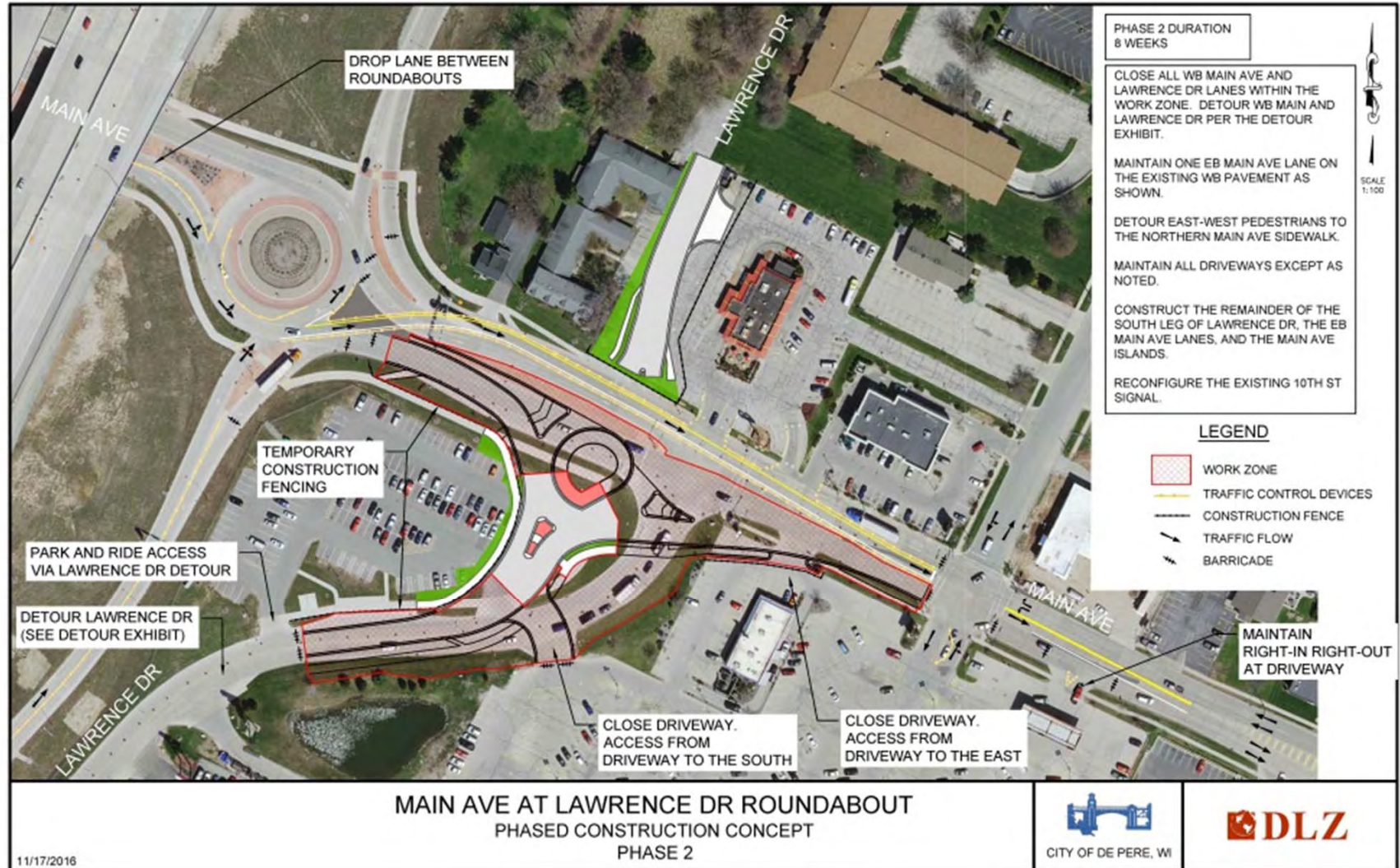


Attachment: Main Lawrence Roundabout Presentation 6-7-17 (6115 : Consider Full or Partial Construction



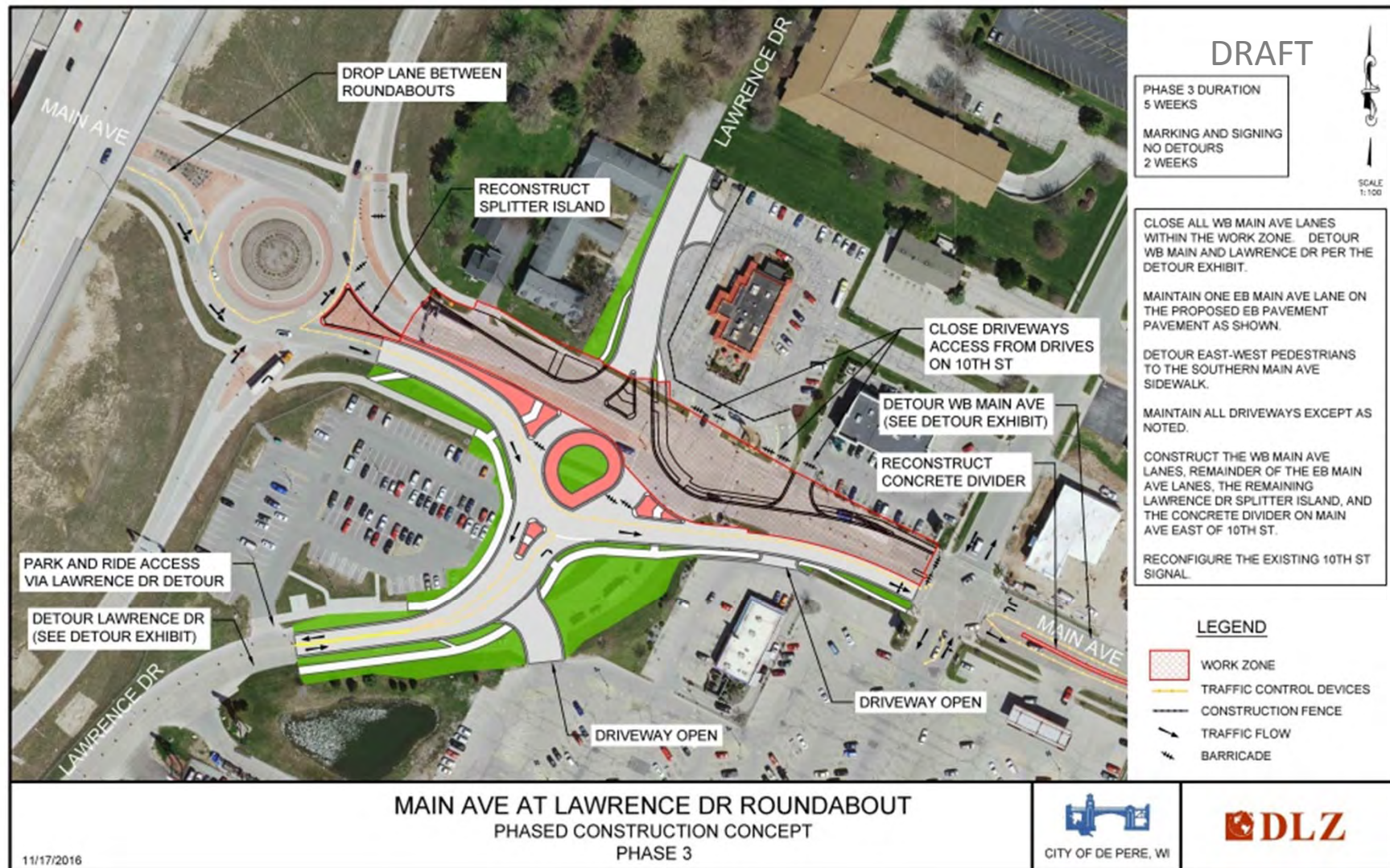


Partial Closure Option

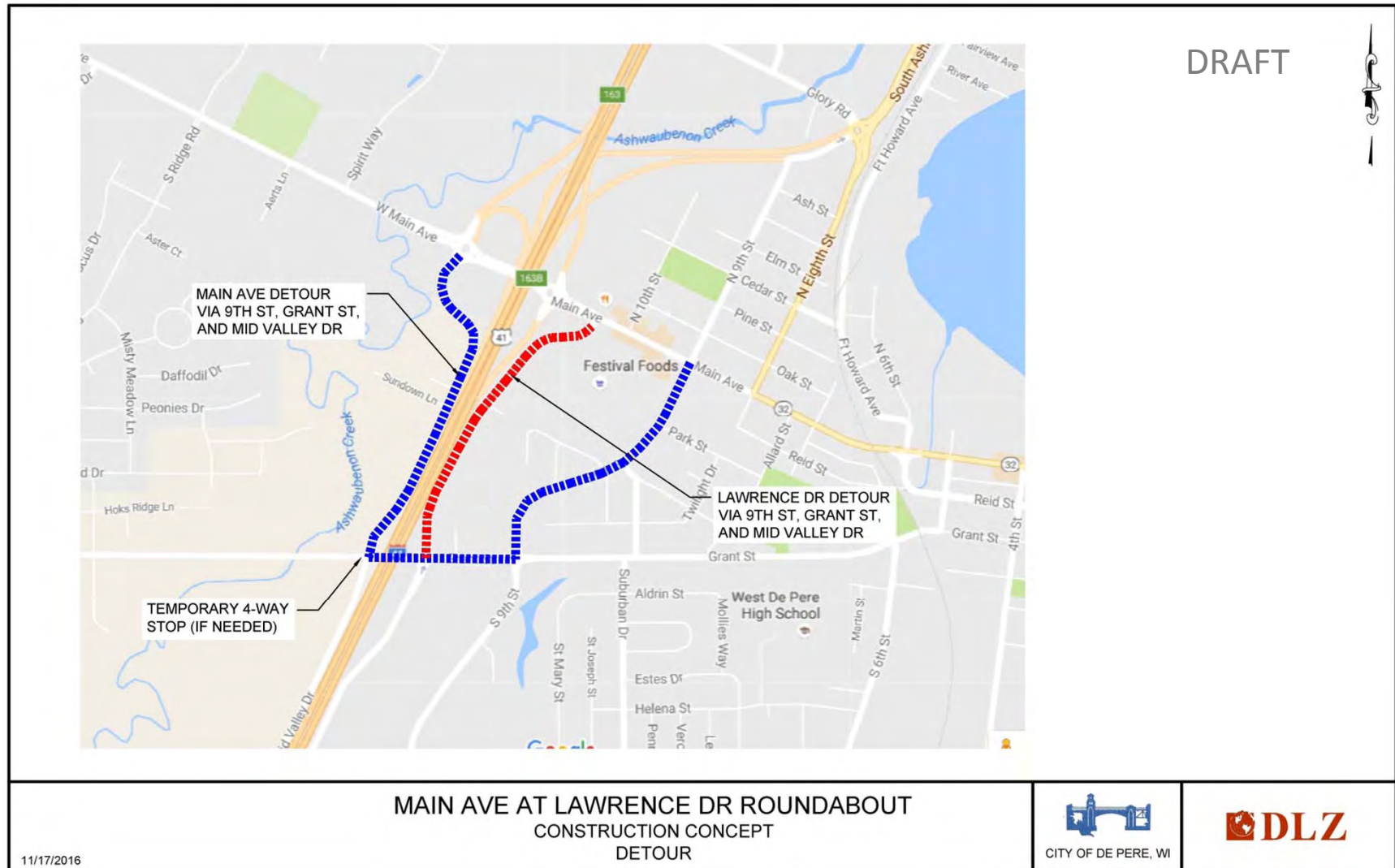




Partial Closure Option



Detour





CONSTRUCTION PHASING OPTIONS

Construction Option A Full Closure

Main/Lawrence Intersection closed.

Estimate Hard Costs: \$2,100,000 for the Roundabout

Construction Length:

- o Utility Construction
 - Likely 3 to 6 Weeks
- o Full Closure – 12 Weeks
- o Marking, Signing, Final Restoration – 2 Weeks

Estimated Start/Finish: April Through August

Possible Detour Route: Main-Ninth-Grant-Mid Valley

Construction Option B Partial Closure

Only eastbound movement permitted through intersection.

Estimated Hard Costs: \$2,500,000 for the Roundabout

Construction Length:

- o Utility Construction
 - Likely 3 to 6 Weeks
- o Partial Closure – 20 Weeks
 - Several Traffic Shifts

Estimated Start/Finish: April to Mid-October

Possible Detour Route: Main-Ninth-Grant-Mid Valley



PHASING & TIMING

City Preference Full Closure

- Cost Savings means potential capacity in TID to fund development project.
- Shorter construction schedule during summer months.
- No changes to traffic pattern during construction period (versus multiple phases of lane shifts during the partial closure).
- Better quality project (less likely to need repairs over time).



NEXT STEPS

Feedback received on proposed options by **June 23, 2017.**

Email or mail form:

Kflom@mail.de-pere.org

Economic Development & Planning

De Pere City Hall

335 S. Broadway

De Pere, WI 54115

Proposed option to Board of Public Works: **Anticipated July 10**

Proposed option to Council: **Anticipated July 18**

NEXT STEPS



Thank you.

Questions?

Prefer Full Closure

Tom and Kris Prevost – Burger King Operator

Tom Gamble - Lamers

Dan Shoemaker – JX – Peterbilt

Curt Van Erem – Resident

Garritt Badger – Property Owner - GB Realty

Todd Waller – Property Owner – Burger King

Prefer Partial Closure

Jon Wieser - Festival Foods Operator

Mark Schweighart – Property Owner – Festival Foods

EMAILS

From: Garritt R. Bader [mailto:GB@gb-re.com]
Sent: Monday, June 12, 2017 9:41 AM
To: Kimberly T. Flom
Subject: Bellin Follow Up

Following up on our meetings last week, I realized that I never formally—as if you wouldn't have guessed already!—made my election to do a full roundabout closure. So in case you're officially tallying, here is my vote to do the full closure.

In addition, in that phone call that I mentioned I received from Todd Waller, he also said that both he and Burger King were in favor of full closure.

Have a great day,

GB

Garritt R. Bader

[GB Real Estate Investments, LLC](#)

T: (813) 500-0296

From: Jon Wieser [mailto:JWieser@festfoods.com]
Sent: Tuesday, June 20, 2017 1:27 PM
To: Kimberly T. Flom
Subject: RE: Main and Lawrence Roundabout

Kim, thanks for taking the time to meet with the public regarding the roundabout on Main and Lawrence. I understand the importance of this intersection as the city develops that parcel of land. With that being said we would prefer to see the partial closure opposed to the full closure. We understand the extra costs and time but leaving it open for traffic east bound would still allow access through the intersection.

Thanks again for all the great information,

Jon Wieser | Store Director- De Pere | Skogen's Festival Foods | 1001 Main Ave., De Pere, WI 54115

(920) 562-3199 cell | (920) 336-6520 ext. 2130 | jwieser@festfoods.com | www.festfoods.com

From: Krisprevost [mailto:krisprevost@sbcglobal.net]
Sent: Monday, June 19, 2017 2:20 PM
To: Kimberly T. Flom
Subject: Re: Main and Lawrence Roundabout

Hello Kim,

We would like full closure.

Thanks

Kris Prevost

Burger King

From: Van Erem, Curtis - DOT [mailto:Curtis.VanErem@dot.wi.gov]
Sent: Friday, June 16, 2017 12:36 PM
To: Kimberly T. Flom
Subject: RE: Main and Lawrence Roundabout

From a resident, I would close it to save time and money. From a DOT employee viewpoint, I would do what works best for you and the citizens.

From: Jim Gamble (WDP-MGR) [mailto:jimg@golamers.com]
Sent: Friday, June 16, 2017 11:38 AM
To: Kimberly T. Flom
Cc: Copy Mail
Subject: RE: Main and Lawrence Roundabout

Hi Kim,

Thank you for including Lamers in your planning .

From our perspective both as a user and a taxpayer we believe the full closure is the best option. Limiting the down time is important and there is reasonable detour alternatives. We also think the saving of dollars which can be used elsewhere is a good, fiscally responsible thing to do.

Jim Gamble | West De Pere Terminal Manager

Lamers Bus Lines, Inc. | 920.336.0565, ext. 10610 | 1.800.236.1240, Ext. 10610

jimg@GoLamers.com | GoLamers.com

From: Mark Schweighart [mailto:mark@thequantumcompanies.net]

Sent: Friday, June 02, 2017 4:00 PM

To: Kimberly T. Flom

Cc: Matt Schweighart; vaughncook@royalvistaequine.com; Frank Abnet (FAbnet@festfoods.com)

Subject: Lawrence Avenue Roundabout Informational Meeting

Kim,

I received your letter regarding the informational meeting on June 7th for the above referenced project. This is the first time seeing one option to this project might include a full closure of the intersection. Please know that as landlord for the Festival Foods shopping center and property manager for the parcel to the east of our shopping center, we are totally against any consideration of a full intersection closure. During construction of the Main Ave expansion as a part of the HWY 41 upgrade Main Ave. was open throughout that project and if this roundabout project progresses we would expect access to be provided to all parcel owners. Please be sure to present our position to those in attendance. If you have any questions before then feel free to email or call me direct.

Sincerely,

Mark Schweighart

T&S Land Development

PO Box 1040

Edmond, OK 73083

405-330-0591 Office

405-590-1974 Mobile

Mark@thequantumcompanies.net

Attachment: Main Lawrence Closure Survey Results (6115 : Consider Full or Partial Construction Closure for Main Ave & Lawrence Dr



1724 Lawrence Drive

• De Pere, WI 54115

• 920-964-3400

June 26, 2017

City of De Pere
 Ms. Kimberly T. Flom
 Economic Development and Planning Director
 335 South Broadway
 De Pere, Wisconsin 54115

Re: Main Avenue/Lawrence Drive Roundabout

Dear Ms. Flom,

I write to you in connection with the proposed construction of a roundabout at Main Avenue and Lawrence Drive. As I understand, there are two proposals for completing the work. The first would entail full closure of the intersection (Option A) and the second would require only partial closure of the intersection (Option B). Please note that Festival Foods objects, in the strongest possible terms, to a full closure of the intersection for any length of time, and respectfully requests that the construction of the roundabout be completed in such a fashion as to allow for continuous partial use.

For the past 17 years, the Festival Foods store has been a fixture in the De Pere community, and in 2016 we reaffirmed our commitment to the City by constructing our corporate headquarters on Lawrence Drive. Festival Foods has always viewed its relationships with the communities in which it operates as partnerships, demonstrating that belief by supporting countless charitable and community endeavors, both large and small. Festival Foods is now asking the City of De Pere to reciprocate that same sense of partnership.

We at Festival Foods understand the need to construct the contemplated roundabout, but request that it be completed in a manner which minimizes the negative impact on guest access and store operations.

I would appreciate a chance to sit down and speak with you and the Mayor to discuss in more detail the concerns expressed in this letter. Please feel free to give me a call at (920) 964-9125 or send me an email at bbauman@festfoods.com.

Sincerely,

Brian W. Bauman
 Vice President & General Counsel

cc: Mayor Michael J. Walsh
 Mark Schweighart (via e-mail)

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 7, 2017

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Proposed Storm Sewer-Drainage Easements - Cornelius Martin Court.*

Staff is preparing to excavate, install geotextile fabric, and rip rap a storm water drainage swale from a City storm sewer off of Cornelius Martin Court. The existing swale passes through three properties:

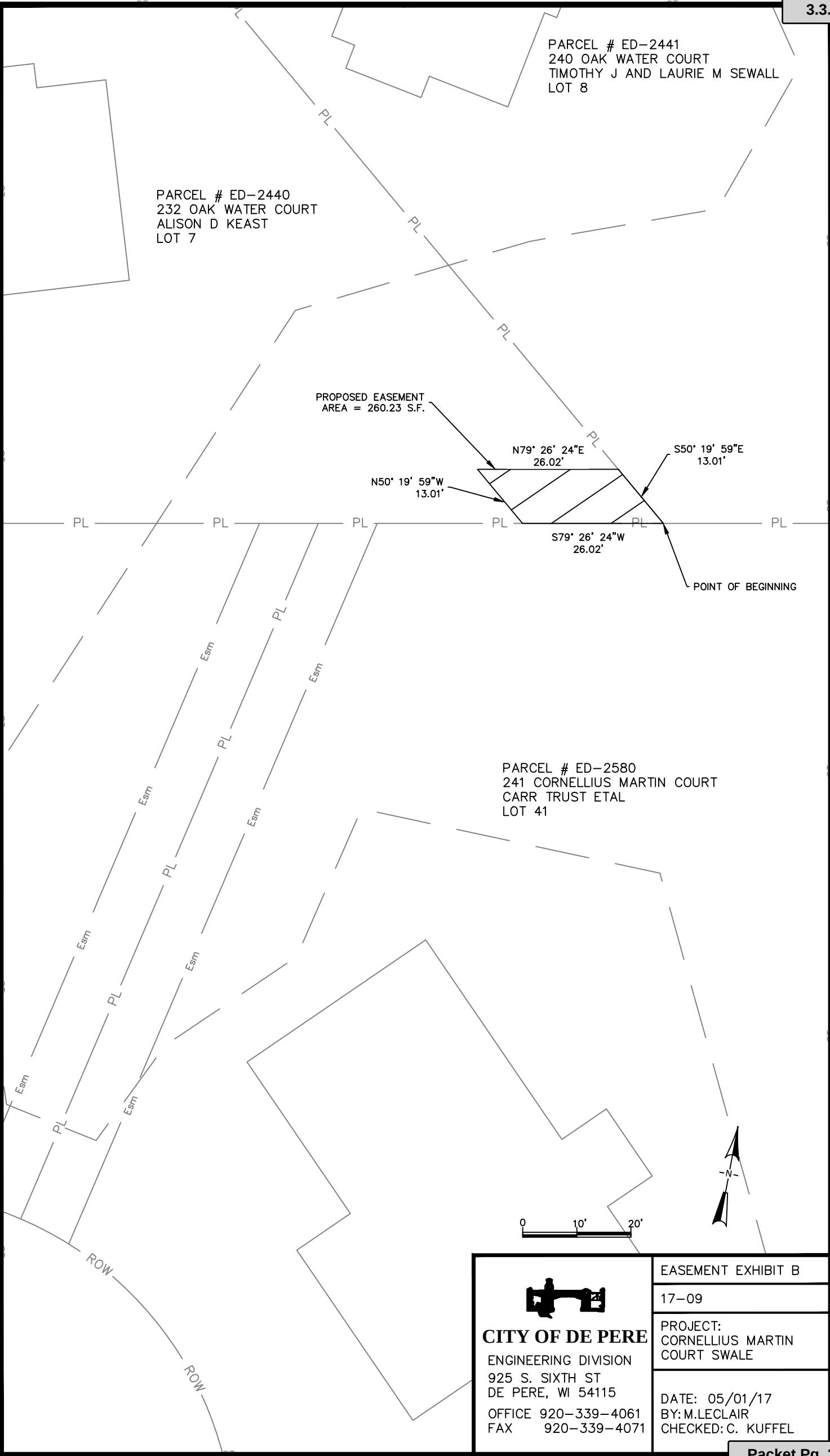
- 232 Oak Water Court
- 240 Oak Water Court
- 241 Cornelius Martin Court

The stabilization was budgeted for 2017 as this swale is severely eroded and is causing trees to fall in the conservancy area contained within these properties. Because the swale is located on the private properties listed above, new storm sewer/drainage easements are required to access these properties to rehabilitate the eroding swale and maintain in the future. Staff has been working with these properties to obtain the easements at no cost to the City. An exhibit of each easement has been included with this memo.

Staff's recommendation is to approve the acceptance of the three storm sewer/drainage easements after we receive signatures from the property owners.

ATTACHMENTS:

- 232 Oak Water Easement Exhibit (PDF)
- 240 Oak Water Easement Exhibit (PDF)
- 241 Cornelius Martin Easement Exhibit (PDF)



Attachment: 232 Oak Water Easement Exhibit (6114 : Consider Proposed Storm Sewer-Drainage Easements - Cornellius Martin Court.*)

 CITY OF DE PERE ENGINEERING DIVISION 925 S. SIXTH ST DE PERE, WI 54115 OFFICE 920-339-4061 FAX 920-339-4071	EASEMENT EXHIBIT B
	17-09
	PROJECT: CORNELLIUS MARTIN COURT SWALE
	DATE: 05/01/17 BY: M. LECLAIR CHECKED: C. KUFFEL

PARCEL # ED-2441
240 OAK WATER COURT
TIMOTHY J AND LAURIE M SEWALL
LOT 8

PARCEL # ED-2440
232 OAK WATER COURT
ALISON D KEAST
LOT 7

PROPOSED EASEMENT
AREA = 931.33 S.F.

N50° 19' 59"W
13.01'

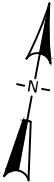
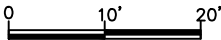
N79° 26' 24"E
98.39'

S79° 26' 24"W
87.88'

S1° 45' 02"W
10.24'

POINT OF BEGINNING

PARCEL # ED-2580
241 CORNELLIUS MARTIN COURT
CARR TRUST ETAL
LOT 41



CITY OF DE PERE

ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115
OFFICE 920-339-4061
FAX 920-339-4071

EASEMENT EXHIBIT B

17-09

PROJECT:
CORNELLIUS MARTIN
COURT SWALE

DATE: 05/01/17
BY: M. LECLAIR
CHECKED: C. KUFFEL

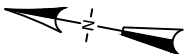
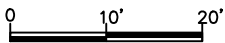
PARCEL # ED-2441
240 OAK WATER COURT
TIMOTHY J AND LAURIE M SEWALL
LOT 8

PARCEL # ED-2440
232 OAK WATER COURT
ALISON D KEAST
LOT 7

PARCEL # ED-2580
241 CORNELLIUS MARTIN COURT
CARR TRUST ETAL
LOT 41

PROPOSED EASEMENT
AREA = 5948.52 S.F.

POINT OF BEGINNING



CITY OF DE PERE

ENGINEERING DIVISION
925 S. SIXTH ST
DE PERE, WI 54115

OFFICE 920-339-4061
FAX 920-339-4071

EASEMENT EXHIBIT B

17-09

PROJECT:
CORNELLIUS MARTIN
COURT SWALE

DATE: 05/01/17
BY: M. LECLAIR
CHECKED: C. KUFFEL

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 7, 2017

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Project Approach and Timeline for Sidewalk Construction on Lawrence Drive from Scheuring Road to Main Avenue.

The Board of Public Works requested staff to review the schedule for the installation of sidewalk on Lawrence Drive from Scheuring Road to Main Avenue. Staff has been working on the preliminary design of sidewalk along Lawrence Drive from Scheuring Road to Main Avenue to evaluate utility impacts and existing right of way. Currently there is sidewalk exiting the roundabout north of Scheuring Road approximately 120 feet, and entering and exiting the roundabout at Grant Street approximately 70 feet to the south and 90 feet to the north. The proposed sidewalk design has sidewalk on the east side of Lawrence Drive from the roundabout at Scheuring Road to Main Avenue.

Background Information

In August of 2008, the Board of Public Works approved the installation of sidewalk on Lawrence Drive from Scheuring Road to the southern city limits. This sidewalk was subsequently constructed in 2015. In October of 2008, the Board of Public Works considered the installation of sidewalk on Lawrence Drive from Scheuring Road to Main Avenue, however the motion failed.

As stated above, the current proposal is to install sidewalk on the east side of Lawrence Drive from Scheuring Road to Main Avenue. The only intersecting street within this stretch of Lawrence Drive is Grant Street, which currently has sidewalks and pedestrian refuge islands.

Facility Need

Lawrence Drive is an arterial street from Scheuring Road to Main Avenue. Streets identified as arterial are those with higher traffic volumes in the City. For high volume streets, it is important to provide facilities for pedestrians. A map has been included identifying the arterials in the City, along with those that have sidewalk (green) and those that do not (red). As can be seen on the map, the majority of streets that have been urbanized (curb and gutter versus ditches), have sidewalk

Connectivity

The City has been a proponent of sidewalk and pedestrian friendly facilities. One important component to sidewalk is connectivity. The proposed sidewalk along Lawrence Drive will provide future connectivity between the residential areas along Grant Street and to the east of Lawrence Drive to the businesses on Lawrence Drive.

Municipal Code

In addition to the items discussed above, the City Municipal Code addresses the installation of sidewalk in the City. Section 22-5. *Construction and repair of streets and sidewalks*, of the code says the following:

“(d) *Sidewalks required constructed. Sidewalks shall be constructed according to the specifications as set forth in subsection (b) of this section. The board of public works shall, at least annually, review those areas where sidewalks have not been constructed to determine the need for such construction for the safety of all citizens and recommend to the common council the installation of sidewalks in such areas. In reviewing the need for such construction of sidewalks, the board and common council shall consider the following factors: thoroughfares, connector streets, connection with public facilities such as schools and parks, pedestrian and vehicular safety and topographic consideration. Upon such recommendation the common council may require installation pursuant to Wis. Stats. § 66.0907.*”

Sidewalk along Lawrence Drive conforms to the requirements in the Code in that it provides pedestrian facilities on an arterial street, which would be considered a connector street, provides future connections between residential and commercial areas, and pedestrian and vehicular safety.

Project Approach and Timeline

In the past, property owners have been given the opportunity to install their own sidewalk with a licensed contractor. If the property owner does not install their own sidewalk once ordered, the City installs and bills the property owner. Staff is proposing to allow property owners the opportunity to construct their own sidewalk in 2018 and early 2019. If the property owners do not install the sidewalk, the City will include with the project and assess.

Several property owners have large lots. The cost of sidewalk will be large for these property owners. Staff is proposing to construct and special assess the sidewalk in 2019. so that the Board and Council can provide an extended time frame for paying the special assessments.

The proposed timeline for the project construction is as follows:

1. Public information in late 2017 with property owners to notify of upcoming sidewalk installation in 2019.
2. Property owners are given the opportunity to construct sidewalk with a licensed contractor in 2018 and up to the end of June 2019.
3. The City negotiates the acquisition of required right-of-way (if required) in 2018. Additionally, coordinate utility relocation in 2018 for moving in 2019. There appears to be enough right-of-way to install the sidewalk, however, the terrace for snow storage will be small in some areas and there are a significant number of utilities (poles, pedestals, etc) in conflict with the proposed sidewalk. Staff will meet with property owners to see if

they would prefer a wider terrace through the acquisition of right of way in order to make snow removal on the sidewalk easier. Staff will also meet with utility companies to determine if there is City costs associated with the utility relocations.

4. Sidewalks not installed by property owners by the end of June, 2019 will be included in a City bid project in 2019. The cost for sidewalk will be special assessed against benefitting properties. The costs for items special assessed for this segment will be similar to the assessments for Lawrence Drive south of Scheuring Road. For that project, the items directly related to the sidewalk installation (excavation, base course, concrete, and two feet of terrace restoration) were assessed. Other costs such as yard drains, driveway replacements, utility relocations, etc. that would have been included with the street construction if the sidewalk were constructed at the time of street construction, were not assessed and paid by the City.

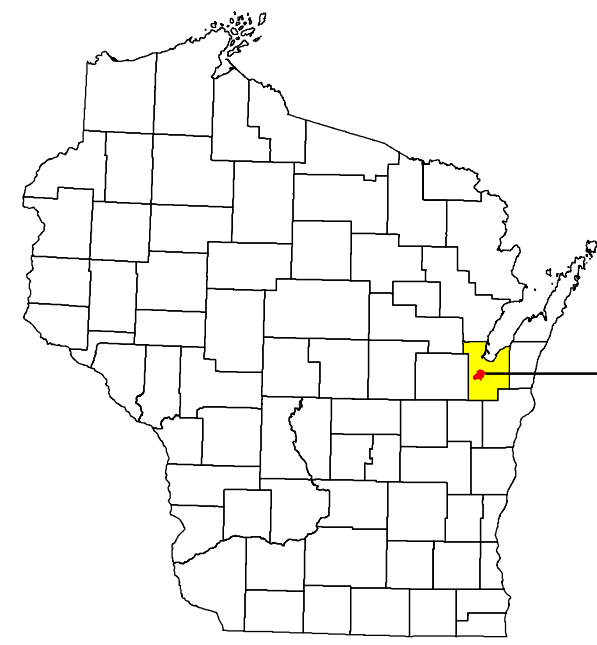
Recommendation

Staff recommends that the Board approve the project approach and timeline identified above. For sidewalk not constructed in by June 30, 2019, the City will prepare a preliminary resolution for special assessments in 2019 to be presented to the Board and Council for approval.

If approved, staff will continue design and follow the attached schedule.

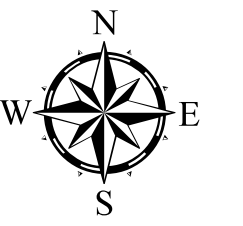
ATTACHMENTS:

- Lawrence_Sidewalk_ArterialWithSidewalks2017 (PDF)
- Lawrence_Sidewalk_Schedule(PDF)



Sidewalks Along Arterial Roads

City of De Pere, Wisconsin



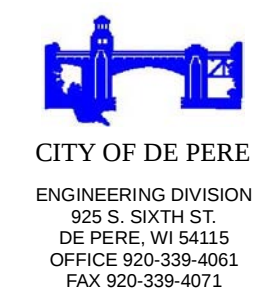
PROPOSED 2019 SIDEWALK PROJECT



Legend

- Arterial Roads with Sidewalks
- Arterial Roads
- City of De Pere Boundary

0 0.25 0.5 1 Miles



TITLE:
Transportation Classification
PROJECT:
Sidewalk Exhibit
DATE: 8/3/2017
BY: BB
CHECKED:
Packet Pg. 41

Lawrence Drive Sidewalk Scheuring to Main

[illegible]

Lawrence Drive Sidewalk Scheuring to Main

[illegible]

Lawrence Drive Sidewalk Scheuring to Main

[illegible]

Lawrence Drive Sidewalk Scheuring to Main

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Lawrence Drive Sidewalk Scheuring to Main

[illegible]

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 7, 2017

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Consider Recommendations from City Engineer from Parking & Traffic Action Items.

**City Engineer Parking and Traffic Recommendations
July 19, 2017 Meeting**

Parking and Parking Lot Items

1. Request from Council to consider 'no parking here to corner' signs at Ninth and Lois.
 - Lois is a local street with a street width of 36 feet. Vehicles regularly park on this street. Neighbors had expressed a concern with cars parking too close to the intersection. Based on staff review of the site, vehicles are not parking too close to the intersection. Parking and traffic team members were split on whether to add additional signage at the end of radius on Lois Street that says "No Parking Here to Corner". When the Rennes site plan was approved earlier this year, Council appeared interested in having those signs added. Based on reviews, the signs are not necessarily needed. The team members are requesting input and action on the Board on whether to install the signs.

Recommendation:

- Board to determine whether signs should be added.

2. Restrict Parking on One Side of Park Street Parking
 - Park Street is a local street with a width of 30 feet. This is slightly below the City standard for new construction for parking on both sides. Additionally, there are not many drives between Ninth Street and Sunrise Court. This means that if cars are parked on both sides, there are no gaps at driveways when two vehicles meet or a vehicle and snow plow meet. Staff has received several complaints from residents and a request from the Street Department to restrict parking due to snow plowing.

Recommendation:

- Staff recommends that parking be eliminated on the south side of Park Street between Ninth Street and Sunrise Court.

3. 441 Main Avenue - Chase Bank - Eliminate a stall east of ATM Exit
 - The drive is located on the south side of Main Avenue. Main Avenue is one way at this location. The one way traffic makes the vision from this drive particularly difficult.

Vehicles can be parked within five feet of the driveway. Drivers exiting this drive need to view cars immediately to the right beyond the parked car. Staff reviewed this location and found that it is difficult to exit when there are parked cars on the east side of the driveway.

Recommendation:

- Staff is recommending eliminating one stall. The ordinance will be modified to reflect the change.

Signage/Signals

1. Wayfinding/Parking direction signs to Alley north of Main –
 - When the original request for signs on Main Avenue was made, the existing sign was obstructed by a flower. This has been adjusted so the Parking sign on Main Avenue is visible. No additional changes will be made at this location. Staff recommends adding signs in the alley north of Main, between Third and Fourth, to clarify which stalls are for public parking.

Recommendation:

- Staff recommends adding signs in the alley north of Main, between Third and Fourth to clarify which stalls are for public parking.

City of De Pere, Wisconsin

**Request For Board of Public Works Action**

MEETING DATE: August 7, 2017

DEPARTMENT: Public Works

FROM: Eric Rakers

SUBJECT: Discuss Updates from the City Engineer for Parking & Traffic Minutes.

**City Engineer Parking and Traffic Discussion
July 19, 2017 Meeting**

Parking and Parking Lot Items

1. Restrict parking on one side of Matthew - Vehicles are parking on both sides of the street.
 - Matthew is a local street with a street width of 44 feet. Based on this, there is adequate street width for parking on both sides. Parking will not be eliminated on one side of the street.

No action by the Board.
2. Re-review of resident request to limit parking to one side of the street on Lois.
 - Lois Street is a local street with a street width of 36 feet. This meets City criteria for parking on both sides. Parking will not be eliminated on one side of the street.

No action by the Board.
3. Parking on Ninth at Post Office
 - Ninth Street is a collector street with a width of 44 feet. Staff completed a review of the site and drove the exit drive for the Post Office. Cars park near the entrance on a regular basis. There is a hydrant located near the south side of the exit driveway which provides an additional buffer at the driveway. Staff had no issues exiting the driveway. No stalls will be eliminated by the exit of the Post Office.

No action by the Board
4. "No Parking from here to corner" signage on the corner of Chicago and S Michigan streets. The issue occurs during school pick up at Foxview, (2:45-3:00). People park on both sides of Chicago (east of Michigan) right at the stop sign creating a single lane.
 - Chicago Street is a collector street with a width of 30 feet. Staff discussed this location. An evaluation will be completed for the area in the future when school is in session.

Staff will review when school is in session.
5. No Parking Here to Corner signage near 1130 Suburban Drive
 - Suburban Street is a collector with a width of 30 feet. Staff evaluated and is not

recommending any action at this time. There is no history of issues at this location.
No action by the Board.

Signage/Signals

1. Consider the installation of signs in City right of way designating roads into the Walmart complex (off Lawrence and two off of Scheuring Road) are private.
 - City staff continues to receive calls for the City to repair the private roads. Whereas a sign may help notify people that this is private, members of Parking and Traffic felt that this would be added signage that may be missed by drivers.

No action by the Board.

2. No Engine Braking Sign – Southbound STH 32/57 north of roundabout
 - The past approach for No Engine Braking Signs in the City is to place at the City limits versus specific locations. This location is unique because the speed limit for northbound traffic is 45 mph prior to the roundabout.

The police will be evaluating this location for the amount of engine braking occurring to see if there is a problem.

Speed

1. Request by Rennes to review speed limit on 9th. They say that there is only one speed limit sign and that is down near Grant. They are not sure if the speed limit is 25 or higher. If it's 25, it seems like folks are driving much faster than that. They would be interested in increased enforcement or placement of one of those 'speed tracking' sign type things for awhile. Could the speed limit be posted somewhere else along the street?
 - As noted above, Ninth is a collector street with a width of 44 feet. City staff completed a speed review and found that 92.1% of vehicles are going 35 mph or less. The City has not been installing 25 mph signs on streets unless the adjacent street as a posted speed higher than 25 mph and there are speeding concerns. At this location, speeds are elevated, but not significantly above 35 mph. The higher speeds at this location are likely due to the extra wide street and lack of parking on the street rather than drivers thinking the speed limit is higher.

The police will be installing speed message boards at this location periodically.

Other

1. Broadway Study – WisDOT
 - WisDOT is studying STH 32/57 at the connecting highway limits near Cook St. in De Pere and heads south to Hwy 96 in Greenleaf. The study started in the summer of 2016 and is scheduled to be completed by the fall of 2018. The main tasks are as follows:
 - o Prepare existing conditions report (log current deficiencies, traffic operations, accident history, access)
 - o Perform environmental and utility scans to understand what is current present in the corridor
 - o Prepare a final report (include conceptual alternatives, cost estimates, approximate impacts)
 - o Work with local officials

No action.

2. Claude Allouez Bridge - Fog complaint to Expera
 - Expera wanted to check if the City had any concerns with the fog near the west end of the bridge. There is an existing sign for fog on the bridge. No additional signage will be added.

No action by the Board.