

REVISED CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description PUBLIC WORKS COMMITTEE

Date: MONDAY, AUGUST 8, 2016 Time: 5:30PM

Location: MUNICIPAL BUILDING 300 LA CROSSE STREET, WISCONSIN DELLS, WI

		Committee Members	
		Ald. Dar Mor-Chair	Ald. Ed Wojnicz
		Mayor Brian Landers	Ald. Brian Holzem

AGENDA ITEMS:	
1	CALL MEETING TO ORDER AND ATTENDANCE
2	APPROVAL OF THE JULY 11, 2016 MEETING MINUTES
3	DISCUSSION/DECISION ON SCOPE OF SERVICES UPDATE WITH MSA FOR TRAFFIC ANALYSIS AND IMPROVEMENTS FOR THE DOWNTOWN AND EXIT 87 AREA; AND OTHER RELATED TRAFFIC MATTERS
4	PROJECT UPDATES: 1) RIVERWALK 2) CAPITAL STREET 3) ANY OTHER PROJECTS
5	DISCUSSION/DECISION ON UTILITY PERMIT APPLICATION REVISIONS
6	PRELIMINARY DISCUSSION ON 2017 BUDGET
7	ITEMS FOR NEXT MEETING (MONDAY, SEPTEMBER 12, 2016 AT 5:45PM)
8	ADJOURNMENT
ALD. DAR MOR, CHAIRPERSON	
POSTED: 08/05/2016	
<p>Open Meetings Notice: If this meeting is attended by one or more members of the Common Council who are not members of this committee, their attendance may create a quorum of another city commission, board or committee under the Wisconsin Open Meetings Law; However, no formal action will be taken by any governmental body at the above stated meeting other than the body, committee, commission, or board identified in this meeting notice. Please be advised that upon reasonable notice, the City of Wisconsin Dells will furnish appropriate auxiliary aids and services to afford individuals with disabilities an equal opportunity to participate in meeting activities.</p>	

**Scope of Services Update
For City of Wisconsin Dells
Traffic Analysis and Improvements
(Downtown and Exit 87 Areas)
August 3, 2016**

This scope is to complete an updated traffic analysis for variations of the original alternatives for the City to identify a preferred alternative to begin planning long term improvements and costs for the downtown street network.

Task A. Traffic Operational Analysis Update

There are three primary options that would be re-evaluated at this time. They include Maintain Existing 2-Way Accessibility, the Original One-Way pair option on River/Superior Street and Elm Street, and a shortened one-way pair option on River/Superior and Elm Street from Wisconsin Avenue to Washington Avenue only. The updated analysis of each of these alternatives would be completed with the following assumptions.

1. The Duchess Plaza on north Oak Street is in place and will remain long term.
2. Traffic analysis assumes existing traffic volumes. No new development or redevelopment is considered as part of the analysis.
3. No additional traffic counts are needed at this time. Data from summer 2015 is sufficient for the analysis.
4. Analysis will consider one time period for each/any alternative analyzed – Peak summer traffic conditions.
5. All analyses assume four traffic signals installed on Broadway – Eddy Street, River/Superior Street, Oak Street, & Elm Street.
6. All analyses assume two vehicle travel lanes in both the east and west directions on Broadway as well as one bike lane in each direction.
7. Model output will report Level-of-Service by movement for each of the four study intersections identified in item 5 above. Reporting will also include average delay and 95% queue lengths per the Highway Capacity Manual.

In addition to these assumptions, the following alternative specific information is provided to clarify the analysis effort proposed:

Alternative 1 - Maintain Existing 2-way accessibility on River/Superior Street & Elm Street

For this alternative the existing two-way nature of River/Superior Street and Elm Street would remain. Three scenarios are proposed for consideration

Alternative 1A – Provide for a “pedestrian scramble” phase for the River/Superior Street intersection

Alternative 1B – No “pedestrian scramble” phase included for River/Superior Street. Pedestrian operations will run similar to existing conditions.

Alternative 1C – Restrict pedestrian crossings of the west leg of the River/Superior Street intersection.

All alternatives are planned to show a relocated pedestrian crossing of Broadway at Eddy Street to the east side of the intersection due to the overall operational benefits to the entire roadway network for both pedestrians and vehicles. Northbound Eddy Street would permit left and right turning vehicles. The city will determine prior to the analysis being run if traffic will be allowed to turn from Broadway onto Eddy Street (eastbound right-turn only) or if space should be reserved for a secondary “linear” plaza and/or on street parking.

Alternative 2 – Original One-Way Conversion of River/Superior Street and Elm Street

For this alternative, the analysis completed would be an update of the original analysis to address questions or comments from the DOT regarding implementation of this alternative, and to ensure consistency between this alternative and the newly analyzed alternatives. Analysis will also include an operational assessment of the proposed roundabout north of downtown where the one-way pair is will reconnect on River Road.

Alternative 3– Shortened One-Way Conversion of River/Superior Street and Elm Street

For this alternative, the analysis completed would be a shorter version of the one-way alternative for River/Superior Street and Elm Street. The one-way designation would be in place from Wisconsin Avenue on the north to Washington Avenue on the south. Both Wisconsin and Washington Avenues would remain as two-way traffic

Cost Range for Task A: \$7,500 - \$15,000

Task B. Operational Sensitivity Analysis Impacts

In addition to the operational analysis of existing traffic conditions for each alternative, MSA proposes to assess the operational capacity of each alternative to handle additional traffic above what currently exists. To do this, MSA will increase the growth rate within the traffic model equally until critical movements within the study area reach Level-of-Service F. The percentage increase in traffic when operational failure occurs will be reported.

Cost Range for Task B: \$2,500 - \$5,000

Task C. Alternative Impacts

In addition to completing a revised traffic operations analysis, MSA will prepare a schematic layout of each alternative showing the necessary improvements to implement each alternative. From these schematics, an assessment of construction cost and right-of-way impacts will be prepared. The cost estimate will be planning level for major items and break down costs into logical segments. Right-of-way impacts will also be estimated in terms of likely areas and/or property acquisitions to complete the design. Costs estimates for real estate acquisitions are not included.

Cost Range for Task A: \$5,000 - \$10,000

Task D. Funding Review

Once a recommended alternative is determined, MSA will assist in assessing potential funding options available based on the program requirements and submittal deadlines. Specifically there is both Highway Safety Improvement Program (HSIP) funding and standalone traffic signal funding programs that could be considered for traffic signal installation and intersection upgrades. If funding sources are identified and the City requests assistance in applying for those funds, the costs to assist in the application process will be determined at that time as application requirements vary significantly between programs.

Cost Range for Task A: \$2,500 - \$5,000

Task E. Summary Document/Memo

Upon completion of Tasks A-D, MSA will prepare a document that summarizes the analyses and processes completed as part of the downtown study efforts. The report will also provide a summary of the cost and impact findings for each alternative. For the preferred alternative, the report will also identify, if necessary, a preliminary breakdown of projects to implement the entirety of the recommendation over multiple years for budgeting and/or impact/scheduling reasons. The report will include tables, exhibit, and appendix material as necessary to document the process and findings

Cost Range for Task A: \$7,500 - \$15,000

Task F. Meetings & Coordination

MSA will have two staff attend up to three City Public Works or Council meetings to specifically address the downtown project. In addition, MSA will attend up to three meetings with the City and WisDOT staff to review the study progress and WisDOT questions, concerns and recommendations for the project area. Additional project coordination with WisDOT and City Staff and officials is also included for the duration of this project. It is assumed for this scope that one phone coordination effort will be held in advance of each of the 6 meetings identified above.

A public involvement/outreach meeting is not specifically included in the scope at this time, but efforts to assist in holding a dedicated public meeting outside of City Council/Public Works meetings can be provided if requested by the City as part of an amendment.

Cost Range for Task A: \$10,000 - \$12,500

-- END --

CITY OF WISCONSIN DELLS
UTILITY INSTALLATION PERMIT APPLICATION
P.O. Box 655
Wisconsin Dells, WI 53965
(608) 253-2542
Fax: (608)254-8904

Application No _____
Receipt No _____
Fee Amount \$ _____

This is a Utility Permit Application for all utility installations including electric, telecommunications, cable TV, telephone, and natural gas. The applicant agrees to comply with the UTILITY PERMIT REQUIREMENTS (see reverse side). Compliance shall be determined by the sole discretion of the City of Wisconsin Dells as deemed necessary to promote public health, safety and the general welfare. These requirements shall apply unless waived in writing by the City prior to installation.

Company Name: _____

Applicant Name: _____

Street Address: _____

City, State & Zip Code: _____

Telephone Number: _____

Contact Person: _____

Location of Utility Work: _____

Description of Work: _____

Start Date: _____ Completion Date : _____

Applicant Signature

Date:

Public Works Director Approval

Date:

UTILITY PERMIT REQUIREMENTS

- A. **Permit Required-** No Applicant shall install any lines unless such Applicant has obtained a Utility Permit from the City and has agreed in writing that said installation will comply with all ordinances and requirements of the City for such work. Applicants agree to hold the City free from liability for all damage to Applicant's property which occurs proximately as a result of the Applicant's failure to comply with said ordinances or requirements.
- B. **Work Location Plans-** The applicant shall file a completed work location plan as an attendant to this Utility Permit Application. The work location plan shall set forth the location of the proposed line on the road system or along lot lines and include a description of the proposed installation. The Applicant is responsible for all surveys necessary to establish location of easements and right-of-ways.
- C. **Notice of Work-** At least ten (10) complete working days prior to the proposed installation, the Applicant shall file with the City a completed Utility Permit Application stating the approximate date, location and nature of the proposed installation including Applicant name, street address, city, state & zip code, telephone number, contact person, and any other information as may be required by the Director of Public Works.
- D. **Inspection-** The City of Wisconsin Dells may provide an inspector during the installation of all lines to review compliance with this Utility Permit. The inspector may request to inspect the work during reasonable hours and after showing proper identification, and shall be allowed to enter any installation site in the discharge of the inspector's official duties, and to make any inspection or test that is reasonably necessary to protect the public health, safety and welfare.
- E. **Issuance & Fee-** Upon approval of the application, the Utility Permit will be issued by the City. The permit fee will be \$ _____.
- F. **Non-Conforming Work-** The City may halt the installation at any time if the Applicant's work does not meet the requirements set forth in this Utility Permit.
- G. **Emergency Work-** In emergency situations, work may be initiated by an Applicant without first obtaining a Utility Permit. However, a Utility Permit must be obtained within fourteen (14) days initiation of the work. All emergency work shall be done in conformity with the provisions of this ordinance and shall be inspected for full compliance.
- H. **Violation of Ordinance-** Violation of any of the provisions of this permit shall be a simple misdemeanor punishable with a civil penalty of \$ _____ for each violation. Each day that a violation occurs or is permitted to exist by the Applicant constitutes a separate offense.
- I. **Diggers Hotline Locates-** The Applicant or his representative shall be responsible for contacting the Diggers Hotline to issue utility locate requests for any work initiated by the Applicant or his representative.