

**JOINT MEETING
PUBLIC WORKS COMMITTEE/PARKING BOARD
CITY OF WISCONSIN DELLS
MUNICIPAL BUILDING-300 LA CROSSE STREET
DECEMBER 8, 2014**

Chairperson Mor called the meeting to order at 6:00 PM. Notice of the meeting was provided to the Dells Events, WNNO Radio, and posted in accordance with State Statutes.

1. Public Works *Present:* Ald. Dar Mor, Mayor Landers, Ald. Ed Wojnicz and Ald. Brian Holzem
Parking Board *Present:* Ald. Ed Fox, Ald. Ed Wojnicz, Ald. Mike Freel, Mayor Landers, PW Director David Holzem, Police Chief Jody Ward, and Kelli Trumble
Absent: Keith Koehler
Others: City Planner Chris Tollaksen, Asst. City Attorney Joseph Hasler, DPW Office Clerk Monica Dorow-Leis, City Clerk Nancy R. Holzem, R.W. Steinweg, Mark Sweet, Bud Gussel, Romy Snyder, Ben Borchert, Nancy L. Holzem, Peggy Anderson, Tom Heller, Jane Heller, Royal Brackman, Lori Brackman, Chuck Bongard and John Langhans with MSA, Eric Helland and Kay James from the Dells Events

2. Discussed was the MSA Task Order Proposal to prepare and submit a Community Development Improvement Grant Application for the Downtown Revitalization Project. Ald. Brian Holzem said the grant states we should be applying with shovel ready projects and asked John Langhans to define 'shovel ready'. John said it means to be constructed in a quick turnaround, which he believes is either 18 months or two years from the date the grant is awarded. John Langhans discussed the following points:
 - ❖ Availability to the grant process: John said he believes they offer the grant three times per year, about 1.5M per cycle.
 - ❖ If the city does not apply by the January 30, 2015 deadline, John Langhans figured around June 2015 for the next application deadline. He said it is a relatively new grant program and if they get a budget in, it will stay, but the grant program can go based on political wins.
 - ❖ He said you do not have to submit a full set of design plans to submit the application.
 - ❖ They met with the community funding specialist for this program and he said they typically want implementation to ideally start within 18 months. John said they are intrigued by the comprehensive nature of the downtown revitalization efforts. He said they are open to and recognize that because there is so much going on, that is not going to happen in their normal implementation timeframe. They encourage the city that if they were to proceed with the grant, to propose an implementation schedule.
 - ❖ It is recommended to bundle several projects (suggested 4-5 projects) in one submittal to score better.
 - ❖ He said the community funding specialists were fascinated by the feasibility Public Market, in support of the Plaza and the 200 Block concepts and potential façade projects. Public Market, Plaza and 200 Block best fit with the program funding requirements.
 - ❖ The community funding specialists do not want to cover more than 50% of a project.
 - ❖ Projects that score points include safety, walk ability, and downtown streetscape improvements, pedestrian improvements, and safety improvements in conjunction with downtown revitalization.

- ❖ If the grant application includes the 200 Block of Broadway and the city is awarded the grant, and then the city decides to remove the 200 Block from the project, the awarded grant would be reduced.

Aldersperson Brian Holzem said it is a nice concept, but said with the option to apply again in a few months and with many people not aware of this project at this time, encourages the committee not to make a decision at this meeting yet. He suggested getting feedback from the people affected and then if the desire to move forward, then do so, but if moving forward at this meeting, then he said he would support it without putting the removal of parking on the 200 Block of Broadway in the application. Kelli Trumble said she believes they have the opportunity to approve the \$5,000 expenditure to proceed with the grant application and time to hold meetings for input from the 200 Block businesses. Ben Borchert said the 200 Block of Broadway should be included in the application. He said to include it and then if they decide later they do not want it, and then pull it out later.

Mayor Landers said the city would be applying for a grant helping fund the traffic studies and concepts, before ultimately making a decision. John Langhans said this is an Implementation Grant capped at potentially \$500,000 available. He said there are Planning Grants available, but you would only be looking at \$25,000 available. Nancy L. Holzem, local business owner, is totally opposed taking out parking on the 200 Block of Broadway. She values the parking in front of their stores.

Aldersperson Brian Holzem said after discussion, he believes a motion should be to table until a feasibility study is completed and then apply at the next deadline.

Kelli Trumble agrees with Chairperson Mor where said it is important to move forward with the grant application process and then in the meantime have those conversations with the 200 Block business owners.

Motion by Holzem and seconded by Ward to table at this meeting and then apply at the next deadline. Upon roll call vote motion carried 6-3 with Mor, Landers and Trumble voting against the motion to table.

3. John Langhans discussed the draft scope concept of services for
 - ❖ Phase 1-Traffic Data Collection
 - ❖ Phase 2-River Road and Oak Street Concept
 - ❖ Phase 3-Downtown Circulation Plan and Traffic Analysis
 - ❖ Phase 4-Parking Study
 - ❖ Phase 5-Exit 87 Traffic Impact Analysis (TIA)

John said of Phase 2, \$21,000 of the fee is for traffic analysis and \$24,000 is related to Construction Services Motion by Mayor Landers, seconded by Aldersperson Holzem recommend to council approve the draft scope of services for Phases 1,2,3 & 5 and eliminating \$24,000 in Phase 2. Motion carried.

4. There were no referrals to a future meeting. The next Parking Board meeting will be scheduled after the feasibility study is done, tentatively February.
5. Motion by Aldersperson Freel, seconded by Aldersperson Fox to adjourn. Motion carried and the meeting adjourned at 7:18pm.