

CITY OF WISCONSIN DELLS MEETING AGENDA

Meeting Description PUBLIC WORKS COMMITTEE

Date: MONDAY, FEBRUARY 11, 2019 Time: 5:00 PM

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

	Committee Members		
	Ald. Jesse DeFosse- Chair	Ald. Brian Holzem	
	Mayor Ed Wojnicz	Ald. Terry Marshall	
AGENDA ITEMS:			
1	CALL MEETING TO ORDER AND ATTENDANCE		
2	APPROVAL OF THE MINUTES FROM THE JANUARY 21, 2019 PUBLIC WORKS MEETING		
3	DISCUSSION/DECISION ON AMENDED MSA TRAFFIC IMPACT ANALYSIS SCOPE OF SERVICES FOR EXIT 87 DEVELOPMENT AREA		
4	DISCUSSION/UPDATES ON CURRENT PROJECTS: <ul style="list-style-type: none"> ➤ WISCONSIN DELLS HIGH SCHOOL PROJECT ➤ SUPERIOR/LA CROSSE STREET ➤ RIVERWOOD DEVELOPMENT 		
5	DISCUSSION/DECISION ON RELOCATING VERIZON SMALL CELL TO CORNER OF LA CROSSE STREET AND BROADWAY		
6	ANY OTHER ITEMS FOR REFERRAL TO A FUTURE MEETING		
7	FUTURE PUBLIC WORKS MEETING (MONDAY, MARCH 11, 2019 @ 5:00PM)		
8	ADJOURNMENT		
	<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>		
	ALDERPERSON JESSE DEFOSSE, CHAIRPERSON		DISTRIBUTED FEBRUARY 8, 2019

PUBLIC WORKS COMMITTEE
CITY OF WISCONSIN DELLS
MUNICIPAL BUILDING-300 LA CROSSE STREET
JANUARY 21, 2019

ITEM 2

Chairperson DeFosse called the meeting to order at 5:00 PM. Notice of the meeting was provided to the Dells Events, WNNO Radio, and posted in accordance with State Statutes.

1. Present: Mayor Ed Wojnicz, Ald. Brian Holzem, Ald. Jesse DeFosse and Ald. Terry Marshall

Others: City Planner/Zoning Administrator Chris Tollaksen, Asst. City Atty. Joseph Hasler, DPW Office Clerk Monica Dorow-Leis, City Clerk Nancy Holzem, Ald. Freeland, Ald. Anderson, Fire Chief Pat Gavinski, Ald. Anchor, Electric Utility Foreman Tom Anen, Phil Helley, Tim Mikonowicz with MSA, Jenifer Dobbs with WDVCB, and Chris Jardine from the Dells Events
2. Motion by Mayor Wojnicz and seconded by Ald. Marshall approve the minutes of the December 10, 2018 meeting. Motion carried.
3. Electric Utility Foreman Tom Anen said the light fixtures on the Kilbourn Bridge needed to be replaced. There are two manufacturers for the luminous domes we currently have, but they leak, crack, break and are troublesome. Tom Anen is suggesting the city purchase new LED output lights with no luminous dome. The vendors are telling him the LED components have an expected life of 20 years. The city started using some LED lights about 6 years ago. Motion by Mayor Wojnicz and seconded by Ald. Holzem to purchase new LED light fixtures for the Kilbourn Bridge. Motion carried.
4. Under the Master Territorial Agreement between Wisconsin Power and Light (WP&L) and City of Wisconsin Dells, one of the areas agreed upon but not been transferred as of yet, is Transfer Area F. The estimate from 2014 to purchase WP&L facilities on the northwest side (Transfer Area F) was \$102,467. We do not have the new amount for 2019, but Anen said he does not expect the amount to change by much. Motion by Ald. Holzem and seconded by Mayor Wojnicz recommend to council to move forward with the transfer of facilities for 'Area F Transfer Trappers Turn 2014', as listed on the Planned Transfer Map. Motion carried.
5. Discussion on current projects included the following:

WisDOT/STH 13 Overlay

- The state recently informed the city of a *resurfacing* project on STH 13 from Golden Avenue to the County Line in 2020 or 2021. This would be going through the Woodside Intersection. The city may want to start looking at that intersection. The city was approved to extend the intersection improvement until the end of 2020, but doing the project in conjunction with the state project may make the most sense. Tim Mikonowicz, engineer with MSA said they city may want to gather information about potential savings or possible credit from the state, if the projects end up not coordinating in the same year.

Wisconsin Dells High School Project

- Preliminary discussion with WisDOT was to not put the school entrance on STH 12. They want the entrance to be on CTH A. Chris Tollaksen said they are looking at improvements such as turn lanes or a round-a-bout to get traffic off STH 12 and onto CTH A. The Traffic Impact Analysis is expected to be done by March, planning to be included with the meetings in April with recommendations as to what needs to happen to move forward. There needs to be discussion between the City, Village of Lake Delton and the school as to how it would be funded. Mikonowicz said the initial design phase was included with the school budget.
- Preliminary analysis with the water and sewer system is being done. With the sewer system, they are hoping to utilize the lift station structural system.
- Included with the meeting packet is the tentative schedule/benchmarks for Superior/La Crosse Street project. With the staging plan, the *goal* would be to have gravel by Memorial Day Weekend for Stage 1, weather permitting. Stage 3 involves parking lots that are usually used

for Wo-Zha-Wa carnival trailers, etc. along the fence behind city hall. Other upcoming events included Automotion in May and July 4th event, where the fireworks may have to be moved to a temporary location for 2019. With many things to consider, everyone agreed to move forward with the project for the 2019. All agreed NOT to extend this project into two years. Jenifer Dobbs, with WDVCB wants to coordinate with the city the following:

- They are redoing their entire front entrance on the Superior Street side.
- When they are working on Stage 3 work, they need to have access to their mail dock facing the Fisher's Parking Lot.
- They have Public Restrooms for visitors, so she asked about another location for public restrooms.

Tim Mikonowicz said there will be follow-up meetings and will coordinate with business owners.

6. There were no items for referral.
7. Next meeting is scheduled for Monday, February 11, 2019 at 5:00pm.
8. Motion by Ald. Marshall and seconded by Ald. Holzem to adjourn. Motion carried and the meeting adjourned at 5:27 pm.

Monica Dorow-Leis
Public Works Office Clerk

TRAFFIC IMPACT ANALYSIS

SCOPE OF SERVICES

Exit 87 Development Area

City of Wisconsin Dells, WI

February 6, 2019

At the request of the City of Wisconsin Dells, MSA Professional Services, Inc. (MSA) is proposing to complete a Traffic Impact Analysis (TIA) for the proposed development of areas southwest of the I-90/94 interchange with WIS 13 (Exit 87). MSA has previously completed a TIA for this area, however a specific development plan has been proposed with changes to the assumptions used to complete the original TIA. Additionally, with a specific plan for the area, the process will follow WisDOT requirements and be submitted for review to the WisDOT SW Region.

Tasks necessary to complete the TIA are detailed below as part of this proposal.

Scope of Services

Task 1 – Coordination & Administration

Scoping Meeting

This task includes an initial coordination meeting with WisDOT and the City of Wisconsin Dells review and provide comments on the proposed scope of the project. If changes to the scope are required by WisDOT or the City, additional services and fee may be necessary.

This task also includes general project coordination and administration, including teleconferences and emails between MSA and Wisconsin Dells, WisDOT, and the development group.

Task 2 - Data Collection

Traffic Counts

At this time, MSA is not proposing to collect any additional traffic counts for this TIA update. Data collected in 2015 included summer peak traffic counts for the study area. Given the timeline for the project and the lack of changes to travel patterns and land uses in the area, MSA is proposing to utilize turning movement counts collected at the intersection of Trout Road and WIS 13 as well as two local intersections along the Trout Road from that study.

Available AADT volumes from WisDOT may be utilized to supplement the study data if necessary. No additional traffic counts are included as part of this scope of work.

Traffic Forecasting

MSA will prepare a Traffic Forecast Request (DT 1601) for submittal to WisDOT to determine the background traffic volumes for the development phasing years. Forecasts can take 4 to 6 weeks for WisDOT to process.

Task 3 – Initial Submittal

Trip Generation and Distribution

The development will be built out in multiple stages. For study purposes, three different analysis years will be included:

- 2020 Initial Build Year
- 2025 Full Build
- 2035 Horizon Year

MSA will utilize the ITE Trip Generation Manual 10th Edition to estimate anticipated traffic volume generated by proposed developments as shown on the provided site plan. Traffic will be generated for the Weekday AM & PM peak hour, and Saturday peak hour as well as for the 24-hour weekday period. If changes to the site plan occur after the Initial Submittal has been sent to WisDOT that would require additional work effort, a revised cost of services would be prepared at that time.

Onsite Development

Land uses for the Development will be provided by FDG/JSD (development group). It is assumed that the development will be built in two phases with complete build out by the year 2025.

Offsite Development

No other offsite developments impacting the study area are known or anticipated at this time. therefore analysis, will only include the onsite development.

Trip distribution percentages, pass-by and linked trip assumptions included in the 2015 Exist 87 TIA will be utilized as part of this study.

Multimodal trips including pedestrian and bicycle trips will be reviewed based on the anticipated land uses. While a number of the seasonal employees do utilized bicycle transportation, it is anticipated that only a small percentage of the new trips will utilize non-vehicular transportation. Therefore at this time a maximum of 5% trips are assumed to arrive be bicycle or pedestrian modes during all peak hours studied.

Initial Submittal Memo

MSA will submit a summary of the traffic data collection, trip generation, distribution and assignment to WisDOT as an “Initial Review” submittal prior to conducting any traffic analysis. WisDOT may make recommendations or require modifications to the provided information. Upon approval of the initial review by WisDOT, MSA will proceed with the remaining tasks as outlined below.

Task 4 – Traffic Operational Analysis

Upon approval of the initial submittal, traffic operational analysis will include the following intersections:

1. WIS 13 & Trout Road
2. Trout Road and S. Frontage Road
3. Trout Road and one new access (if included in the proposed development plan)

Traffic Operational Analysis

MSA will analyze the study area intersections identified in this proposal for the following scenarios during the AM and PM, and Saturday peak hours using Synchro 10 software.

Capacity/LOS Analysis, Existing Transportation System

1. 2020 Base Year Background Traffic
2. 2025 Interim Year Background Traffic

3. 2035 Horizon Year Background Traffic
4. 2020 Background Plus Initial Development
5. 2025 Interim Year Background Plus Full Build Development
6. 2035 Horizon Year Background Plus Full Build Development

If operations for any movement drop below LOS D as part of the above listed analysis scenarios, MSA will provide one improved transportation system alternative to address the identified operational deficiency. The following scenarios will be analyzed as necessary for an improved transportation system.

Capacity/LOS Analysis, Improved Transportation System

1. 2020 Base Year Background Traffic
2. 2025 Interim Year Background Traffic
3. 2035 Horizon Year Background Traffic
4. 2020 Background Plus Initial Development
5. 2025 Interim Year Background Plus Full Build Development
6. 2035 Horizon Year Background Plus Full Build Development

One improvement scenario will be analyzed and improvement scenarios will build on each other for consistency towards an ultimate transportation system recommendation. Improvements could include changes to intersection geometrics, traffic control, turn bay lengths, and other traffic control improvements required to provide LOS D or better for all movements at the study area intersections. A roundabout analysis is not included, as it is not considered a viable alternative based on the existing infrastructure.

It is noted that if there are existing deficiencies at any of the study area intersections, the operational analysis may alternatively make recommendations for with-development conditions that only maintain equivalent Level-of-Service operations to conditions without development. In these cases, engineering judgment may indicate that operations at or below LOS D are acceptable.

Note that the improvements included in the report are recommended to WisDOT for consideration and are not legally binding. WisDOT reserves the right to determine alternative solutions at the intersections under their jurisdiction.

If requested by WisDOT, microsimulation modeling (using SimTraffic or VISSIM) can be completed as part of a contract amendment.

Traffic Signal Warrant Analysis

No signal warrant analysis will be completed as part of this study. WIS 13 and Trout Road is currently signalized, and the proposed S. Frontage Road intersection is too close to the existing signal for safe and efficient operation of a second signal. Should changes to the development plan identify an unsignalized intersection where alternative traffic control is feasible, the scope and fees needed to complete that analysis will be discussed and agreed to prior to commencing the additional services.

Task 5 – Traffic Impact Analysis Report

A Traffic Impact Analysis Report documenting the findings of the analysis will be prepared by MSA.

Sight distance analysis will be included for new access to Trout Road only (if applicable). Aerial imagery and site photos of Trout Road will be used to determine vision and/or sight distance triangles. A conceptual drawing on aerial imagery will also be prepared for the final recommended transportation improvement if needed.

The report will include text, tables and exhibits. Upon approval, MSA shall submit one final electronic copy each to the City/Representative, and WisDOT.

It is noted that any review comments by the City, their Representative, or WisDOT could require additional work efforts to address. A revised cost of services would be prepared at that time, if necessary.

Intersection Control Evaluation (ICE)

Trout Road & WIS 13 is an existing signal. A change in the traffic control is not anticipated, therefore an Intersection Control Evaluation is not included in the scope at this time. If requested by WisDOT, MSA can complete an ICE Report as part of a contract amendment.

Task 6– Review Meeting

MSA will coordinate a teleconference meeting to review the study findings after submittal of the traffic impact analysis to the City or their designated representatives. The review meeting will facilitate discussion of the traffic impacts and improvements recommended by the study and finalize any comments before submitting to WisDOT.

Cost

The lump sum fee for the tasks included in this scope is as follows:

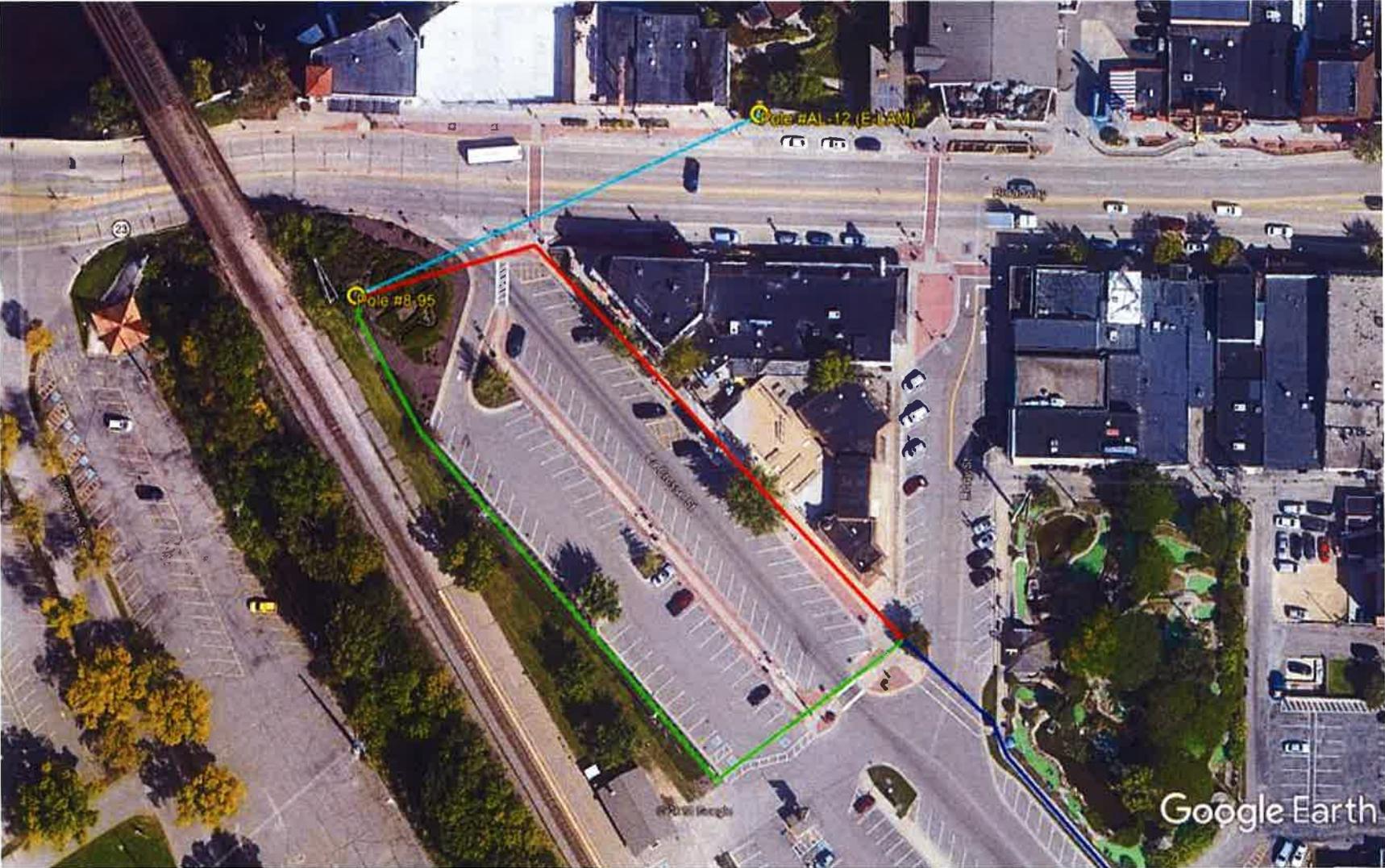
Task 1: Coordination & Administration	\$3,300
Task 2: Data Collection & Forecasting	\$600
Task 3: Initial Submittal	\$2,700
Task 4: Operational Analysis	\$4,300
Task 5: Traffic Impact Analysis Report	\$3,600
Task 6: Review Meeting	\$500
Total Cost	\$15,000

Should any amendments to this scope of work be requested at any time during the project, revised cost estimate will be provided to the client prior to the start of the additional services.

Prepared By:

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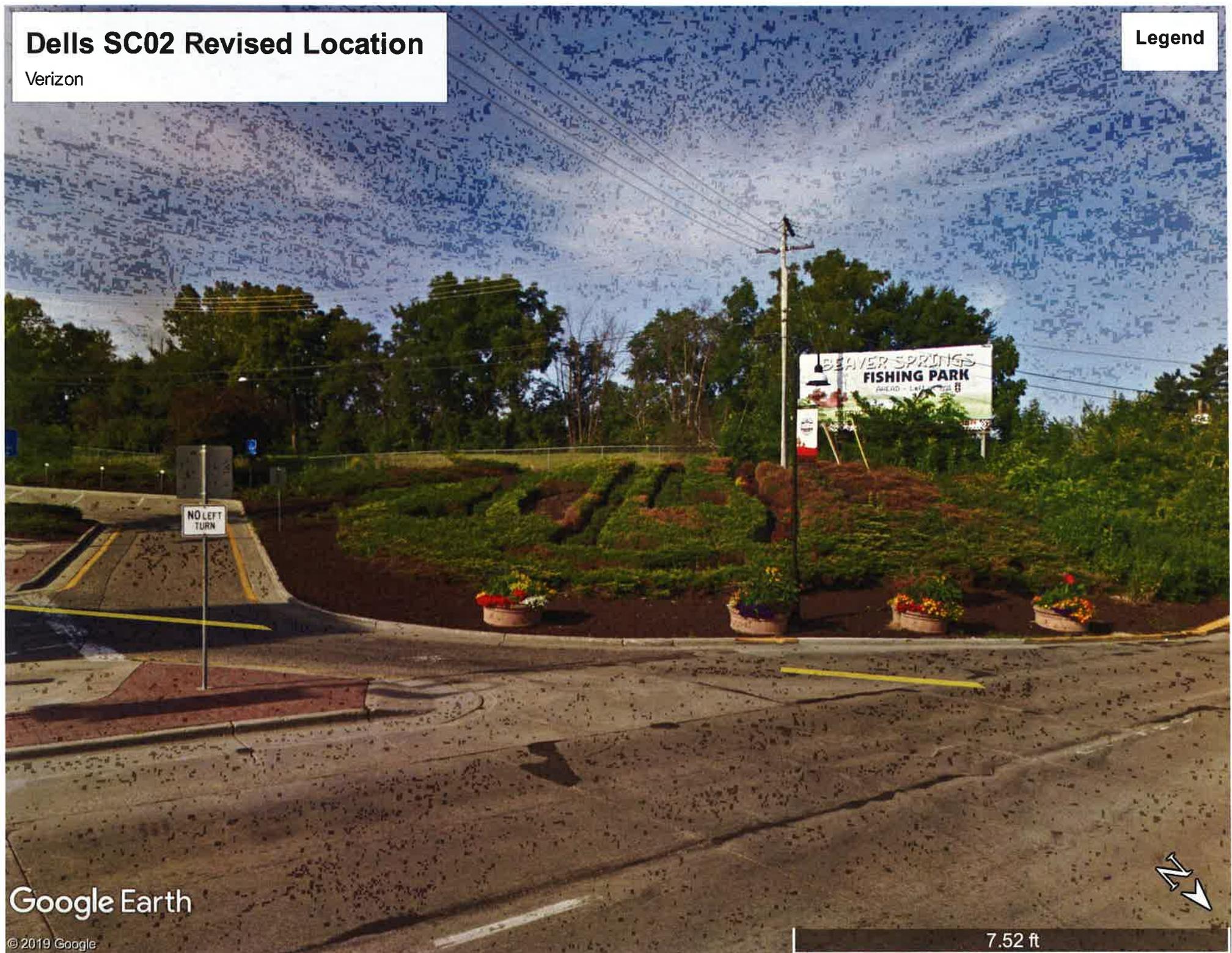
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Dells SC02 Revised Location

Verizon

Legend



Google Earth

© 2019 Google

7.52 ft

