CITY OF WISCONSIN DELLS MEETING AGENDA

MEETING DESCRIPTION: PARKING BOARD

DATE: MONDAY, MARCH 25, 2019 **TIME:** 5:45PM **LOCATION:** MUNICIPAL BUILDING COUNCIL CHAMBERS, 300 LACROSSE STREET, WIS. DELLS, WI 53965

	COMMITTEE MEMBERS		
Ald. Ben Anderson - Chair	Ald. Mike Freel	Police Chief Jody Ward	Nick Morse
Mayor Ed Wojnicz	Ald. Dan Anchor	DPW Director David Holzem	Keith Koehler

1	CALL TO ORDER AND ATTENDANCE NOTED
2	APPROVAL OF THE MARCH 12, 2019 MEETING MINUTES
3	CONTINUED DISCUSSION/DECISION ON BROADWAY PARKING STALL REQUEST OF FIORELLA NEIRA AS PART OF HER OFFICE BUILDING PROJECT
4	DATE/TIME FOR NEXT MEETING IF NEEDED
5	ADJOURN
	ALD. BEN ANDERSON, CHAIRPERSON
	POSTED AND DISTRIBUTED: 03/22/2019

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.

ITEM 2

CITY OF WISCONSIN DELLS
PARKING BOARD MEETING MINUTES
TUESDAY, MARCH 12, 2019

1. Chairperson Anderson called the meeting to order at 5:00P.M. Notice of the meeting was provided to the *Dells Events*, WNNO Radio, and posted in accordance with State Statutes.

Present: Ald. Ben Anderson, Mayor Ed Wojnicz, Ald. Mike Freel, Ald. Dan Anchor, Public Works/Utilities Director David Holzem, Police Chief Jody Ward, Nick Morse, and Keith Koehler.

Others: Ald. Brian Holzem, Ald. Terry Marshall, City Clerk/Coordinator Nancy Holzem, City Treasurer Karen Terry, City Planner/Zoning Administrator Chris Tollaksen, Police Lieutenant Perry Mayer, City Attorney Joseph Hasler, Kevin Ricks, Romy Snyder, Phil Helley, Jim Moritz, Clayton Rosenberg, and Mark Sweet.

2. Motion by Ald. Koehler seconded by Ald. Freel to approve the February 11, 2019 meeting minutes. Motion carried unanimously.

3. <u>Proposed Development Presentation and Request of Kevin Ricks</u>
Kevin Ricks presented his proposed plans for the Chalet building - if he were to purchase it. Plans include moving his existing Wizard Quest attraction to that location. Themed food and retail sales would be part of the project as well. Phase I of the project would start the fall of 2019 with an opening date in May of 2020. Phase II would start the fall of 2020 with an opening date in May of 2021. Kevin stated that his proposal would increase the tax base and help other downtown businesses. No estimated amounts were provided. Kevin stated his proposed plans are contingent upon the city giving him the public parking lot behind the Chalet building; in addition he is requesting that Elm Street be closed from Broadway to the first alley and that the city construct and program an outdoor entertainment plaza in that space. The lot would result in a reduction of approximately 65 parking stalls and the street closure area would result in the lost of approximately 12 street parking stalls. He stated that the lot would be monitored and those that park there and don't patronize his business would be charged for parking. Mayor Wojnicz stated that the proposed project was a wonderful opportunity to expand the downtown. Ald. Anderson questioned why the city should give a parking lot to a private business. Kevin stated because he's spending millions of dollars and he believes in free parking. Ald. Freel stated that he was not in favor of permanently closing part of the street off for a plaza. Public Works & Utilities Director David Holzem stated that the alley in that area is full of utilities. He added that more information regarding this proposed plan is needed. Nick Morse questioned what would happen if other businesses stated asking for parking for their customers and should there be a value assigned for each spot. He felt by allowing this it would be opening a can of worms. Chief Ward questioned if leasing the lot would be an option. Kevin replied maybe. Ald. Freel questioned if there would be a provision for the city to get the lot back should something happen or if the business was sold. Kevin stated no, because if he's selling the business he would sell it as a package with the lot. Mark Sweet, Jim Moritz and Clayton Rosenberg, who are all business owners in that area, spoke in favor of the project and that they felt it would help support businesses trying to stay open year-round. Ald. Freel stated that the loss of parking revenue would be made up in real estate tax revenue if the city no longer owed it. Ald. Holzem questioned if the city could be guaranteed that it would remain a parking lot and not be turned

into something else. Kevin stated he would be comfortable doing that. Motion by Ald. Freel seconded by Mayor Wojnicz to approve donating Municipal Parking Lot No. 4 on Elm Street to Kevin Ricks for his proposed development, contingent upon receiving approval from the Public Works Committee, the Finance Committee and the Common Council. Motion carried unanimously.

4. Fiorella Neira Broadway Parking Stall Request

The Board reviewed a request submitted by Fiorella Neira for a parking stall to be vacated on Broadway as part of her new office building project. The stall would be used as an open space in front of steps she would be adding in the grassy median area going up to the sidewalk in front of her business. City Planner Chris Tollaksen explained the layout of the lot and the need for the steps. Motion by Koehler seconded Ald. Anchor to approve. Public Works Director David Holzem questioned the need for the stall and steps to be put in since it's not done in other areas. Alds. Freel, Holzem and Anderson agreed. Fiorella and General Engineering were not at the meeting to answer any questions. Koehler rescinded his motion to approve, Ald. Anchor rescinded his second. Motion by Koehler seconded by Mayor Wojnicz to table the request until the next meeting and have them attend to answer questions. Motion carried unanimously.

5. Reconstruction and Funding of Parking Lots 5

Motion by Koehler seconded by Ward to approve the allocation of $56,500 in Parking Surplus funds for the reconstruction of Parking Lot 5 (Fisher's Lot), and a 10% contingency to be allocated if needed. Motion carried unanimously. The will be done as part of the Superior/La Crosse Street reconstruction project.

6. Reconstruction and Funding of Parking Lot 7

Motion by Ald. Freel seconded by Koehler to approve the allocation of $236,250 in Parking Surplus funds for the reconstruction and addition to Parking Lot 7 (Municipal Building Lot); $50,000 for three parking kiosks installed; $1500 for signage; and a 10% contingency to be allocated if needed for the project. Motion carried unanimously. This will be done as part of the Superior/La Crosse Street reconstruction project. Details of how parking for downtown employees, the pool/softball fields, as well as for the elections at the Municipal Building still need to be determined if the entire area is metered. Details of how festival tents can be set up in this area still need to be determined since the city does not want stakes put into the new asphalt.

7. Inventory of Parking Areas and Improvements

The Board reviewed a list from last year that the Public Works Director put together. With a pending donation request of Lot 4, improvement scheduled for Lots 5 and 7, Chief Ward suggested that Lot 3 be looked at next with a possible expansion into the area where the Kilbourn Inn was since the city owns that property. No action was taken.

8. Next meeting is scheduled for Monday, March 25, 2019.

9. Motion by Ald. Freel seconded by Koehler to adjourn. Motion carried unanimously and the meeting adjourned at 6:08P.M.

Nancy Holzem

Nancy Holzem
City Clerk/Coordinator

ITEM 3

Subject: FW: Neira Development

From: Lukasz Lyzwa [mailto:llyzwa@generalengineering.net]
Sent: Friday, March 01, 2019 3:04 PM
To: Chris Tollaksen
Subject: Neira Development

Good afternoon Chris,

Attached are civil drawings for Fiorella Neira's development located at Broadway Ave in the City of Wisconsin Dells.

The Owner is looking to construct a 50'x60' building along with site amenities such as access stairs, sidewalks, paved parking lot in rear of the property, and stormwater features.

Due to the topography of the site, we need to install concrete stairs on both sides of the sidewalk (from Broadway to the City sidewalk and from the sidewalk to the proposed structure). I'm hoping to turn one parking stall (on Broadway) into an access point for this property.

I was wondering if you could provide me some guidance as far as permitting work in the City ROW, and converting one stall into an access point. It is my understanding that we don't need CUP approval because the property is zoned C-2 and the proposed development is permitted. As far as stormwater, I will provide you a report letter Monday morning.

Please review and let me know if we can be part of the March Meeting Agenda.

Thank you,

Lukasz Lyzwa
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PRELIMINARY NOT FOR CONSTRUCTION

NOTES:

1. ALL EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND SHOULD BE FIELD VERIFIED PRIOR TO CONSTRUCTION.
2. ALL GENERAL NOTES FOUND ON SHEET G1.1.

GEC

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PROPOSED SITE PLAN
BROADWAY AVE DEVELOPMENT
FIORELLA NEIRA

CITY OF WISCONSIN DELLS
COLUMBIA COUNTY, WI

REVISIONS	NO.	BY	DATE

0 20
SCALE

DRAWN BY	LAL
REVIEWED BY	BRB
ISSUE DATE	FEB 2019
GEC FILE NO.	2-1018-499B
SHEET NO.	C2.0