

Public Works Committee
Tuesday August 15, 2017 @ 4:30 PM
Ed Overland Room, 381 E Main St

Members Present: Alderpersons Greg Jenson, Pat O'Connor, Sid Boersma, Michael Engelberger and Mayor Olson

Absent/Excused:

Staff: Director of Public Works Brett Hebert. Director of Planning Rodney Scheel and Vickie Erdahl

Guests: Alderperson Tom Majewski

Call to Order: *Jenson* called the meeting to order

1) **Communications:** *Hebert* reported:

- John Kemppainen was hired for the City Forester position and will start on September 5th.
- Met with a sawyer to saw the logs for the boardwalk project at Virgin Lake – with an estimated cost of \$1,500.00 to be paid out of the Cummins Grant Fund.
- Crack sealing will start around the end of September or beginning of October – 88 streets will be done.

Boersma stated that the Tree Commission is no longer seeking to give a scholarship, but, instead will pursue creating an internship for the summer of 2018 with the donation funds.

Scheel stated the expansion of the business park will start at the end of August which includes storm sewer, sanitary and a retention pond.

Jenson was inquiring about the surveying on Main St – it for work that will be done in 2020.

2) **Reports:** *Erdahl* stated street openings permits are on target for the year and the yard waste permits are up with 925 permits sold since the opening. Brush being placed out after pick up and before the allotted time frame is still a big issue and is being discussed on what more can be done to get the word out.

Old Business:

3) **Public Works Facility Update:** *Hebert* stated that we are working on the design and development stage and has met with staff on the layout to make it as efficient as possible. Currently the mechanical stuff is being worked on and *Hebert* will meet with WPPL & Focus on Energy to check on initiatives for the building to be as energy efficient as possible.

Hebert is hopeful that the costs will be available for the September meeting to review and then final approval in October at the budget meeting. Full construction has not been approved yet and borrowing of the funds has not been approved, but has been put in the CIP

4) **Review and possible action regarding proposed revisions to Ordinance 10-2(d) – Terrace Trees:** *Hebert* presented the revised ordinance with much clearer language which the city attorney has already reviewed. This ordinance is intended to cover undeveloped lots and not new developments which are covered under Chapter 66. Costs involved have also

been removed from the ordinance and will be posted on the web and written in on the permit. This will allow the Public Works Director to review costs each year and adjust accordingly, if necessary, without having to revise the ordinance.

The ordinance does allow a tree to be planted on private property (if terrace is not suitable) but the tree must be planted no more than ten feet from the sidewalk. There were questions concerning the cities liability if planting on private property. *Hebert* checked with the city insurance company and they did not have an issue with it. However the homeowner does have to give permission to plant on their property. *Hebert* suggested developing a release form for consent and hold the city harmless.

Motion by Engelberger, seconded by Boersma to recommend to the Common Council to approve and accept the changes to Ordinance 10-2(d) Terrace Trees. Motion carried 4-0.

New Business:

- 5) **Approve July 18, 2017 Meeting Minutes:** Motion by Boersma, seconded by Engelberger to approve the minutes. Motion carried 4-0.

- 6) **Update on Mandt Park standing water remediation:** *Hebert* stated that the standing water is in two locations near the barns located in the northeast corner of the park. The Fair Board came in and raised the stormwater inlet which is near the parking lot without consulting the city but there are questions regarding who owns what and who is responsible for what in this area. There is also a question as to where the water goes from the inlet and who owns the inlet. This issue needs to be resolved in order to permanently fix the problem.

Majewski asked what the Fair Boards lease with the city stated. The city maintains the grounds and the Fair Board is to maintain their buildings. Currently the lease is on the Parks & Recreation August 15th agenda to be being reviewed and changes made. The lease will then be reviewed by the city attorney.

After inspecting this area, it was determined that the parking lot was not graded properly. The street department has filled in the low areas and will do some grading to reduce the ponding that is occurring.

This item was placed on the agenda for September.

- 7) **Review and update of the landscape point system for commercial development:**

Majewski requested this issue to be placed on the agenda for discussion asking if the landscaping planting points are current with other communities and feels that the city is lacking in diversity when planting. *Scheel* stated that the document was produced in 2009 and modeled after what other communities were doing.

After some discussion, the committee decided that they would like the new forester to review the document and directed staff to contact other communities to see how they had many any changes.

This will be brought back to the committee in October.

- 8) **Discussion and possible action regarding terrace width requirements for new construction:**

Majewski requested this issue be placed on the agenda for discussion stating that the terraces in the new sub-divisions are too small to accommodate snow storage and decent size trees to be planted and would like the ordinance reviewed.

Scheel stated the terraces are larger using Kettle Park West as an example stating the north side of Jackson St the terraces are 7 ½ to 9 feet wide and on the south side are 12 feet wide.

Scheel also said that there is a lot of competition for this space – such as; parking on one or both sides of the street, bike lanes shared use paths and now sidewalks need to be five feet wide.

Engelberger stated he feels that a “good looking” city is needed and this issue needs more discussion and staff should check on what other communities are doing with their space. He stated that Fitchburg is doing some interesting things with their right-of-ways to accommodate all the different needs that *Scheel* stated.

Boersma stated that one size fits all doesn’t always work. More ideas brought forward were; each development should be reviewed for what needs to happen for that specific area, flexibility is needed as property owners want to get as much as possible on their land and look at having a minimum for the terrace width and not a maximum.

The committee directed staff (*Scheel*) to look at same population or larger communities (Sun Prairie, Fitchburg, Verona or others in Dane Co) to see what their standards are for right-of-ways.

This was placed on the agenda for September.

- 9) **Discussion and possible action regarding the requirement of all new parks to have public right-of-way as a buffer between private property:** *Majewski* requested this issue be placed on the agenda for discussion stating there should be access to the park on all sides not just a path to get into the park and that houses should be built across the street from the park not surrounding the park suggesting that developers manufacture issues to change what has to happen in the area to develop the park.

Scheel explained that the developer plats the sub-division and dedicates so many acres for a park according to the number of dwellings. This land must be deemed suitable and approved by the Parks/Rec. Committee, Planning Department and City Council. If not approved then monies are taken from the developer. This process is done on a case by case basis. The city relies on the developer to create a park plan and if there are more restrictions the city risks the developer not doing the project.

After some discussion on how this could be achieved the committee directed staff (*Scheel*) to check other communities to see how they handle park land dedication.

This was placed on the agenda for September.

- 10) **Discussion and possible action regarding aesthetic design standards for public detention or retention ponds:** *Majewski* requested this issue be placed on the agenda for discussion asking that when an area is being developed that the ponds could be designed by using more natural contouring and organic materials. *Majewski* suggested viewing the pond near the new Costco in Sun Prairie and use as a model to use in this community. *Majewski* also questioned if engineering standards were being met.

Currently the city needs to approve the developer designs before the work is started. There are also many factors that affect the designs -the type of pond that is necessary, the topography of the area, if wetlands are involved or any other constraints to the area.

Needs more discussion.

This was placed on the agenda for September.

- 10) **Future Agenda Items:** PW Facility Update , Mandt Park, Landscape Point System, Terrace Width, Parks/Public Right-of-way buffer, Detention/Retention Ponds, Uni-Royal

Moved by O'Connor, seconded by Engelberger to adjourn the meeting at 6:30 pm.
Motion carried 4-0. Respectfully submitted by Vickie Erdahl Administrative Assistant –
8/16/17.