

AGENDA
PUBLIC WORKS COMMITTEE
MONONA PUBLIC LIBRARY COMMUNITY ROOM
WEDNESDAY NOVEMBER 4, 2009
6:00 P.M.

Public Information Meeting– 6:00 p.m.

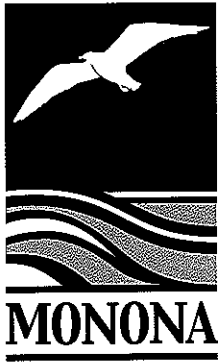
Public information meeting regarding the proposed 2011 Street Capital Improvement Program. The following streets are scheduled for improvement in 2011: Tecumseh Avenue, Neponset Trail, Nishishin Trail, Nishishin Trail NE and Pocahontas Drive. The regrading of Oneida Park will also be considered as part of the improvements.

Regular Meeting– Immediately following completion of public information meeting

1. Call To Order.
2. Roll Call.
3. Approval of Minutes from September 30, 2009.
4. Appearances.
5. Old Business.
 - A. Consideration of Review of Public Fire Protection Charge (Tabled 09-30-2009).
 - B. Discussion of Proposed 2011 Street Improvements
 - C. Update on 2009 Street and Utility Improvements Project.
 - D. Discussion of Placement of Rip Rap along the West Shoreline of Winnequah Lagoon North of Winnequah Road.
6. New Business.
7. Miscellaneous Business.
 - A. Scheduling of Future Meetings.
8. Adjournment.

NOTE: Upon reasonable notice, the City of Monona will accommodate the needs of disabled individuals through auxiliary aids or services. For additional information or to request this service, contact Joan Andrusz at (608) 222-2525 (not a TDD telephone number, FAX (608) 222-9225, or through the City Police Department TDD telephone number 222-2535.

The public is notified that any final action taken at a previous meeting may be reconsidered pursuant to the City of Monona ordinances. A suspension of the rules may allow for final action to be taken on an item of New Business. It is possible that members of and a possible quorum of members of other governmental bodies of the municipality may be in attendance at the above stated meeting to gather information or speak about a subject, over which they have decision-making responsibility. No action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice.



5211 SCHLUTER ROAD ■ MONONA, WI 53716-2598
CITY HALL (608) 222-2525
FAX (608) 222-9225
<http://www.mymonona.com>

October 8, 2009

RE: Survey Work in Belle Isle Area

Dear Resident:

During the month of October, the City of Monona will be conducting a survey to facilitate the design and engineering work for the 2011 Street Reconstruction Project in the Belle Isle area. This survey will require access to your front yard and possibly the exterior of your home to determine elevations to aid in the design of the conveyance of stormwater. BT² will be conducting the field survey work and may be on your private property during this period. Please call Jeff Greger or myself at 222-2525 if you have any concerns, questions or objections to this survey. If we do not hear from you, we will assume that the survey of private property for the 2011 Street Reconstruction Project is not objectionable to you.

The Monona Public Works Committee will hold a public information meeting regarding the proposed 2011 Street Reconstruction Project on Wednesday November 4, 2009 at 6:00 pm in the Community Room located in the lower level of the Monona Public Library located at 1000 Nichols Road.

Sincerely,

Richard R. Vela, P.E.
City Engineer
Director of Public Works

POLICE DEPARTMENT

5211 Schluter Road
222-0463

COMMUNITY CENTER

1011 Nichols Road
222-4167

MONONA SENIOR CENTER

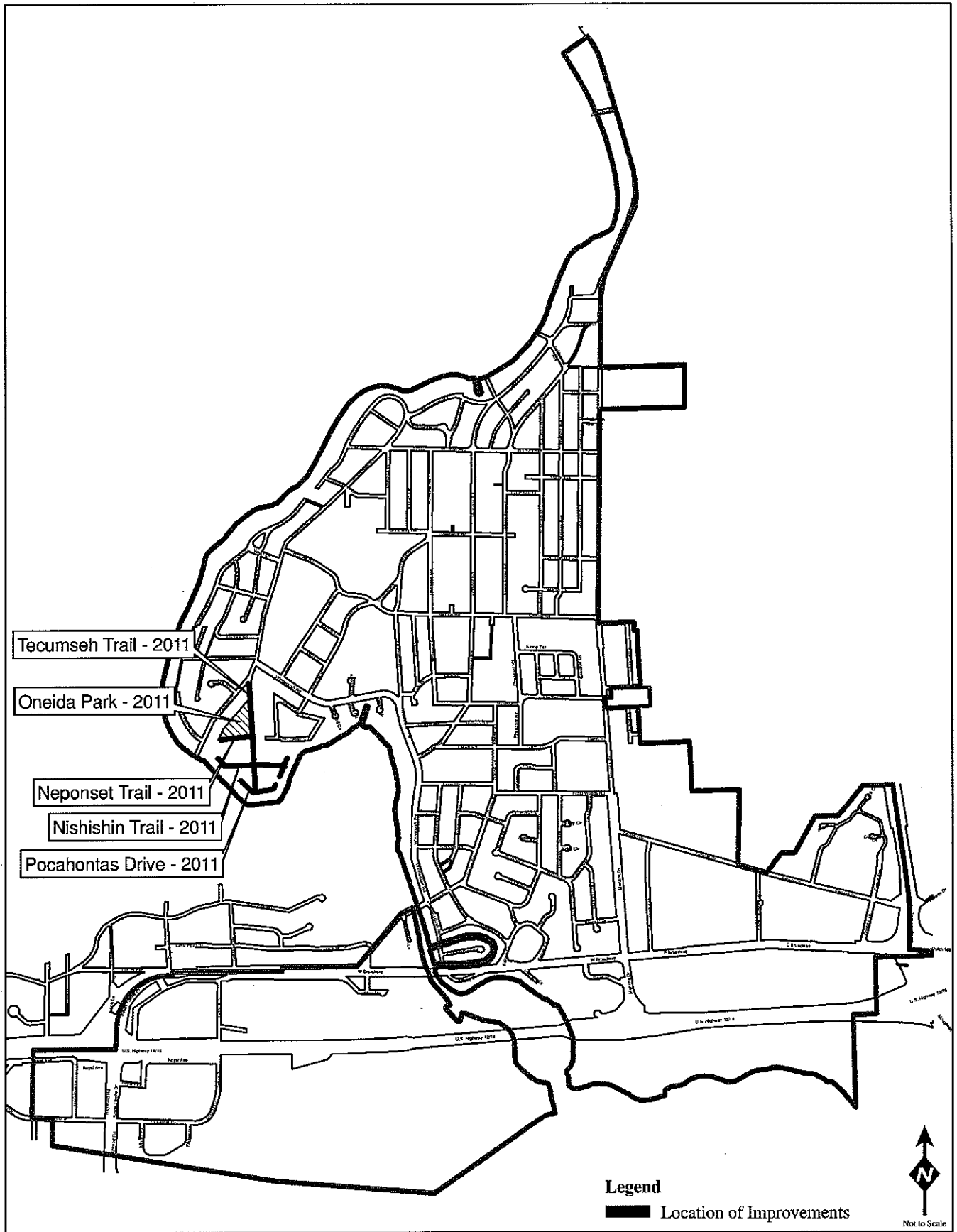
1011 Nichols Road
222-3415

FIRE DEPARTMENT

5211 Schluter Road
222-2528

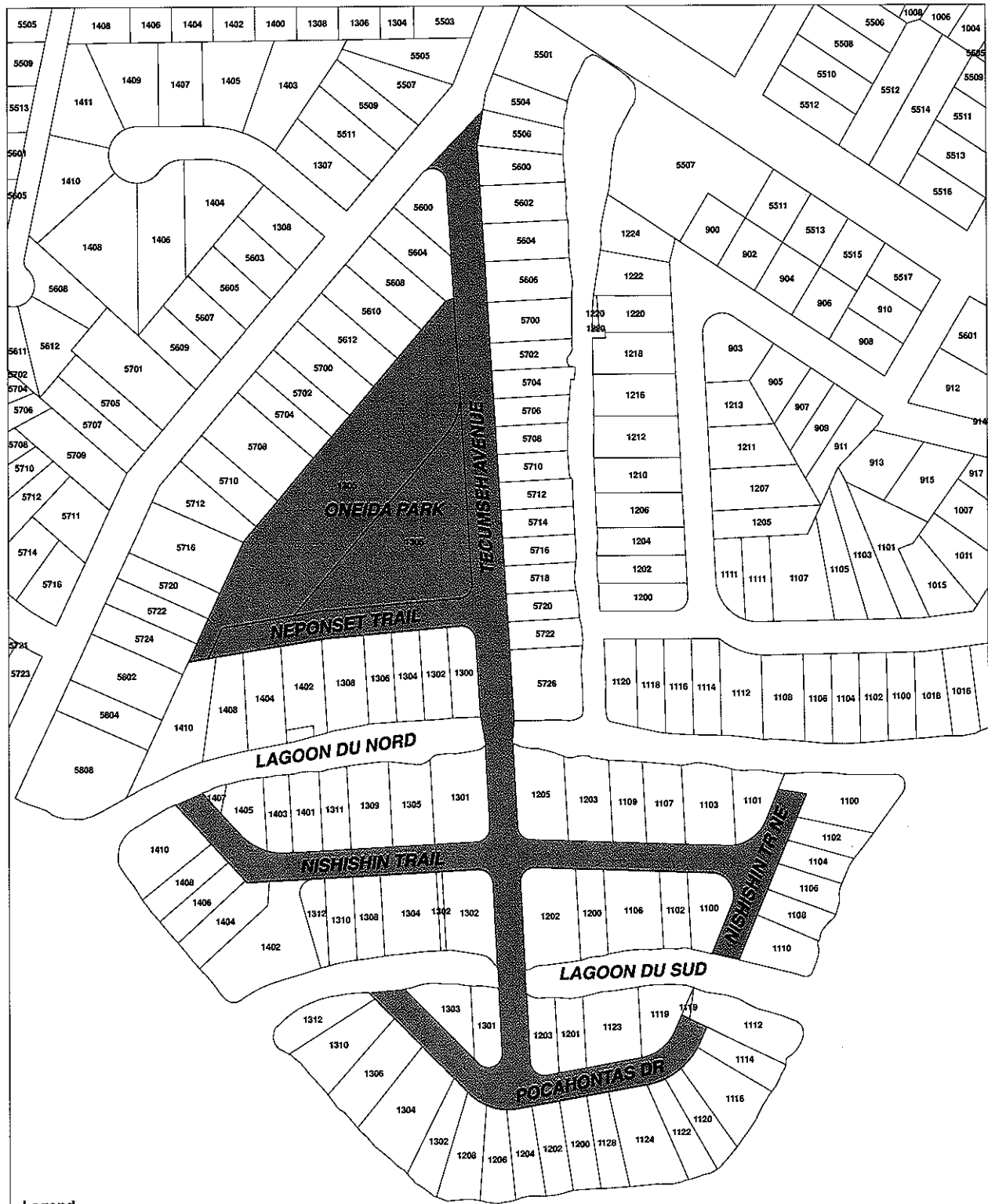
NAME_CONCT	STREET_NO	STREET_NAM	STREET_TYP	CITY	STATE	ZIP_CODE
PROPERTY OWNER	1402	NEPONSET	TRL	MONONA	WI	53716
PROPERTY OWNER	1308	NEPONSET	TRL	MONONA	WI	53716
PROPERTY OWNER	1102	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1103	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1101	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1112	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	5704	WINNEQUAH	TRL	MONONA	WI	53716
PROPERTY OWNER	5710	WINNEQUAH	TRL	MONONA	WI	53716
PROPERTY OWNER	1301	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	5716	WINNEQUAH	TRL	MONONA	WI	53716
PROPERTY OWNER	5710	TECUMSEH	AVE	MONONA	WI	53716
PROPERTY OWNER	1100	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	5708	TECUMSEH	AVE	MONONA	WI	53716
PROPERTY OWNER	1301	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	1311	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1312	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1312	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	1203	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	1302	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1304	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	5716	TECUMSEH	AVE	MONONA	WI	53716
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PROPERTY OWNER	5604	TECUMSEH	AVE	MONONA	WI	53716

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PROPERTY OWNER	5706	TECUMSEH	AVE	MONONA	WI	53716
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PROPERTY OWNER	1308	NISHISHIN	TRL	MONONA	WI	53716
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PROPERTY OWNER	1306	NEPONSET	TRL	MONONA	WI	53716
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PROPERTY OWNER	1122	POCAHONTAS	DR	MONONA	WI	53716
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PROPERTY OWNER	1200	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1306	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	1310	NISHISHIN	TRL	MONONA	WI	53716
PROPERTY OWNER	1310	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	1206	POCAHONTAS	DR	MONONA	WI	53716
PROPERTY OWNER	5714	TECUMSEH	AVE	MONONA	WI	53716



PROJECT LOCATION MAP
 2011 Street and Utility Reconstruction
 Monona, Wisconsin

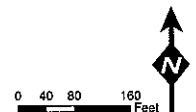




Legend

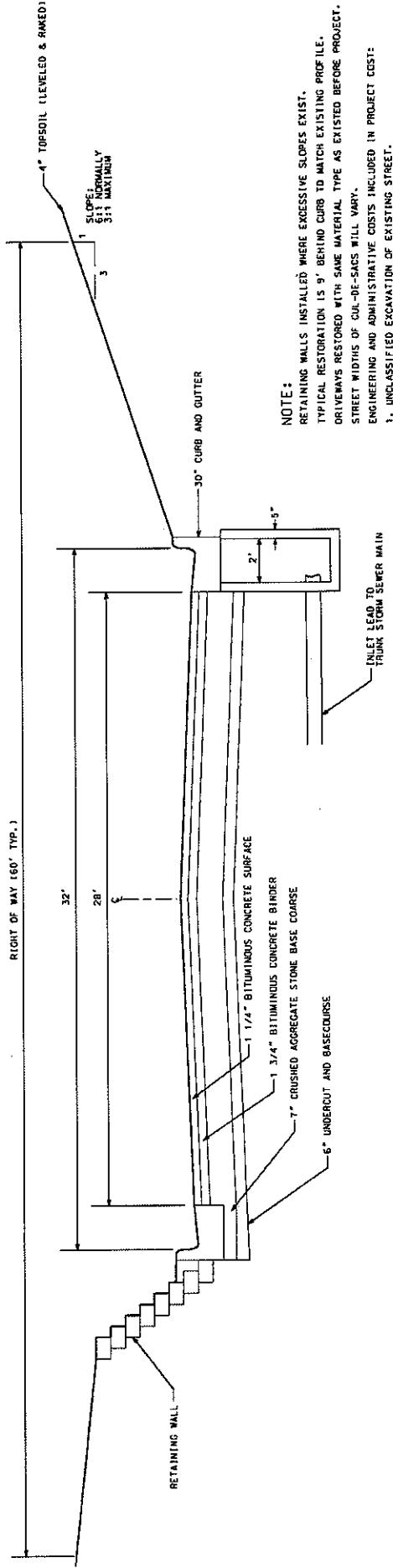
 Project Area

	ROW WIDTH	PAVEMENT WIDTH
TECUMSEH AVENUE	60' N of Lagoon du Nord 50' S of Lagoon du Nord	22' - 28'
NEPONSET TRAIL	50'	22'
NISHISHIN TRAIL	50'	22' - 26'
NISHISHIN TR NE	50'	22'
POCAHONTAS DR	50'	28' - 30'



**2011 STREET & UTILITY IMPROVEMENTS
PROJECT LOCATION MAP**



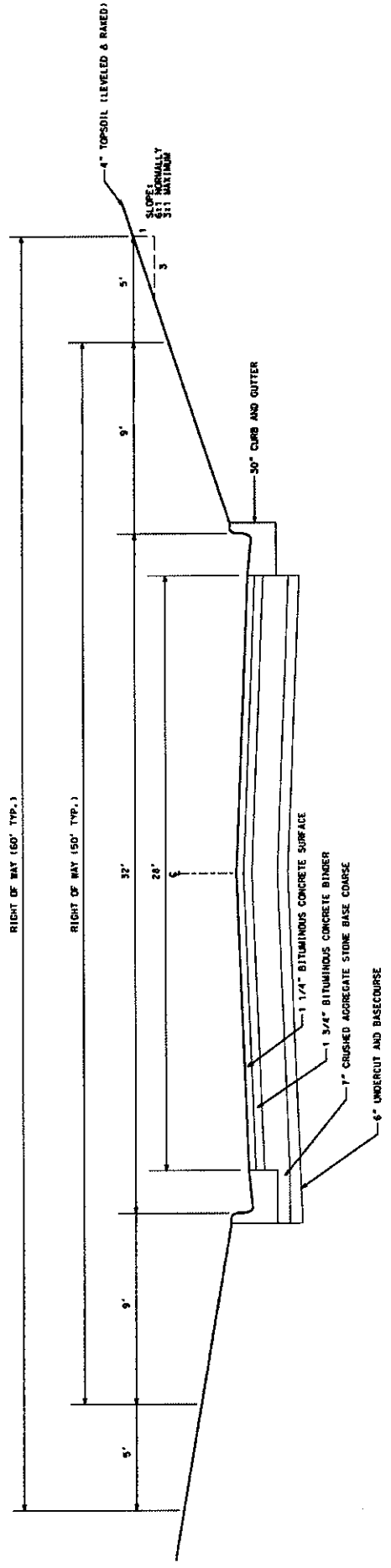


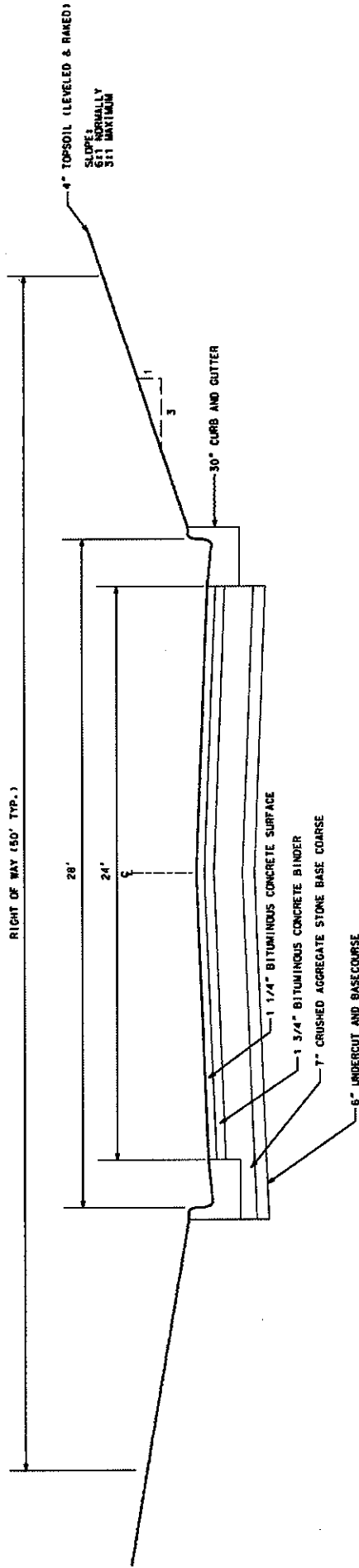
2011 STREET & UTILITY IMPROVEMENTS TYPICAL ROAD CROSS SECTION



2011 STREET & UTILITY IMPROVEMENTS

Section A - 28' Pavement, 50' & 60' ROW

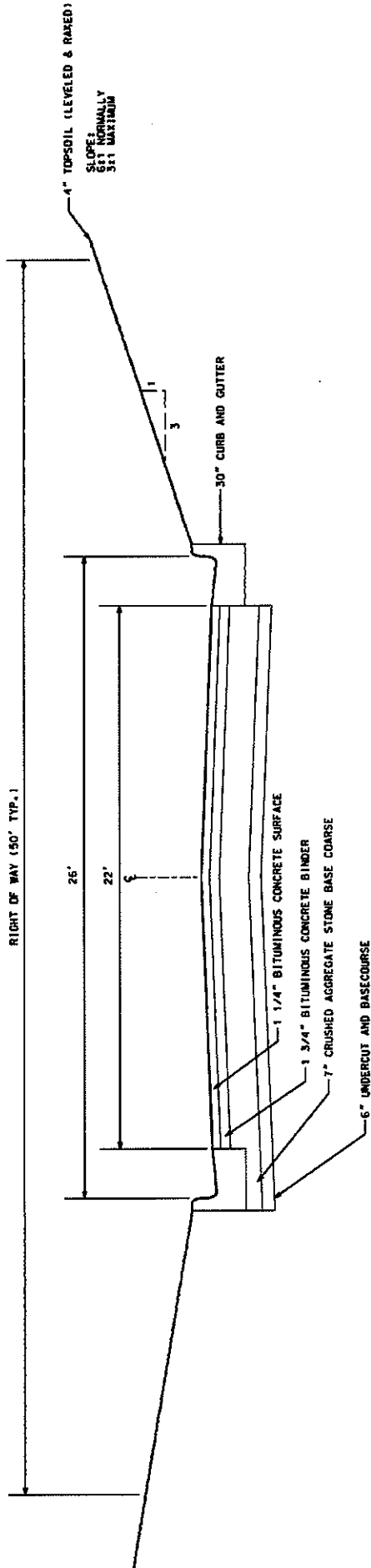




2011 STREET & UTILITY IMPROVEMENTS

Section B - 24' Pavement, 50' ROW

RIGHT OF WAY (50' TYP.)

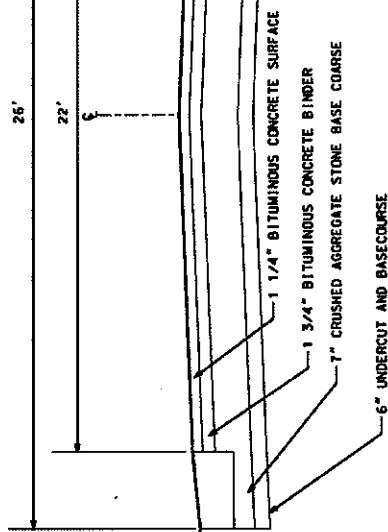


2011 STREET & UTILITY IMPROVEMENTS

Section C - 22' Pavement, 50' ROW

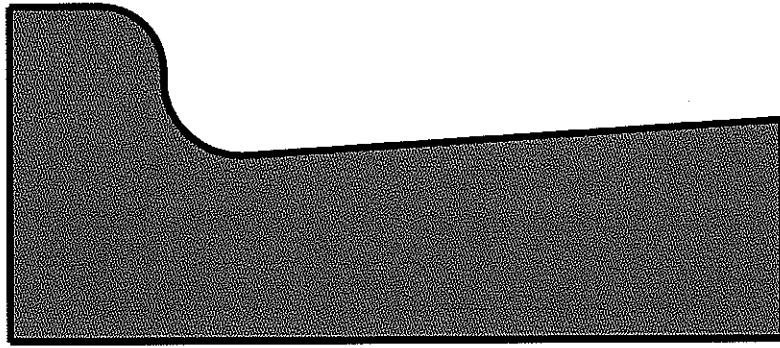


RIGHT OF WAY 150' TYP. 1

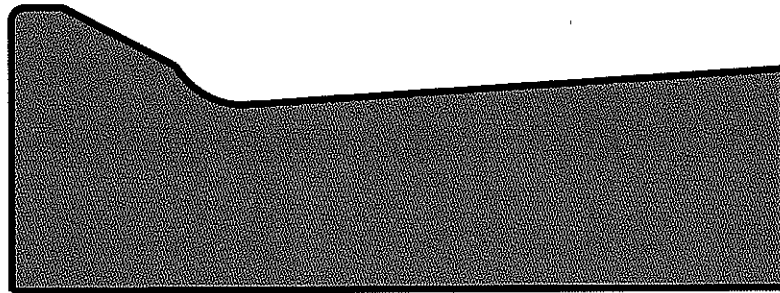


2011 STREET & UTILITY IMPROVEMENTS

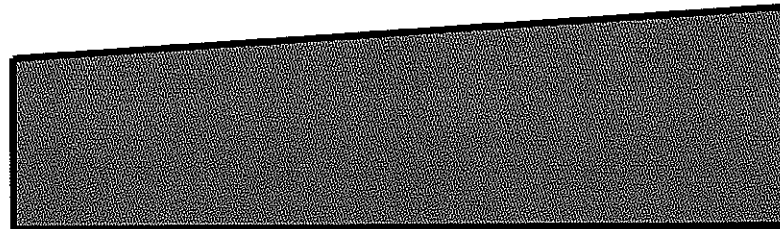
Section D - 22' Pavement, Concrete Ribbon, 50' ROW



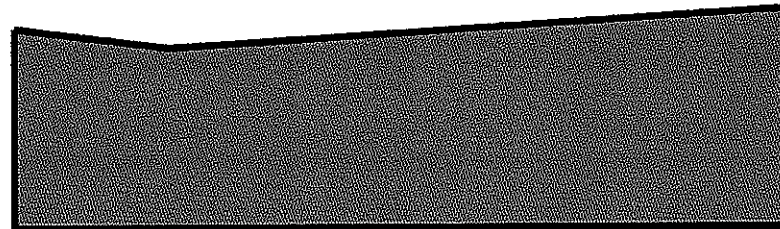
30" Concrete Curb



30" Mountable Curb



30" Concrete Ribbon



30" Driveway Section

PUBLIC WORKS COMMITTEE

September 30, 2009

DRAFT

The regular meeting of the Public Works Committee for the City of Monona was called to order at 6:30 p.m. by Chair Kugle.

Present: Chair Kugle, Mr. Wiswell, Mr. McConnell, Mr. Stolper, Mr. Franklin, Ms. Busse, Mr. Turino and Mr. Podell.

Absent: Mr. Besch.

Also Present: City Engineer/Director of Public Works Richard Vela,

APPROVAL OF MINUTES

A motion by Mr. Turino, seconded by Mr. Podell, to approve the minutes of the September 2, 2009 meeting was made. It was noted that the draft minutes state that the maker of the motion to accept the minutes of the August 12 meeting was Ms Busse, however Ms. Busse was absent from the September 2 meeting. CE/DPW Vela stated that he would review his notes again and correct this. The minutes, as corrected, were unanimously approved.

APPEARANCES

None.

OLD BUSINESS

CE/DPW Vela provided a status report on the 2009 Street and Utility Improvements project. Work on all streets has been completed. Some erosion control problems occurred during the heavy rainfall that occurred on September 29, with washout of the terrace areas along Owen Road which were prepped for sod installation. Inlet control was in place to catch any sediment. A final status report will be provided to the Committee upon receipt of the final pay request from Hammersley Stone Company.

Finance Director Marc Houtakker was unable to attend the Committee meeting to present his work on the public fire protection charge.

A motion by Mr. Stolper, seconded by Mr. McConnell, to table consideration of review of the public fire protection charge was unanimously approved.

The Committee discussed the proposed 2011 Street and Utility Improvements project which consists of the reconstruction of streets in the Belle Isle area. The Committee agreed that a public meeting with the residents of the Belle Isle area should be held to obtain their thoughts and concerns regarding future street improvements. This meeting will occur at the November 4, 2009 Committee meeting and that the meeting should begin at 6:00 p.m. CE/DPW Vela will send a letter to all affected residents notifying them of the meeting.

The Committee discussed the placement of the pedestrian crossing sign at the pedestrian crossing of Winnequah Road at the Healy Lane intersection. Tammy Wiswell, 1213 Birchhaven Circle, appeared before the Committee to voice her displeasure with the placement of the sign, which is on the Winnequah Road centerline. As a pedestrian, she has experienced near misses with vehicles swerving to avoid the sign and nearly hitting her. She suggested that maybe the sign should be in place only when needed, in this case only during the summer during baseball season when the nearby ball diamonds are being used. Mr. Wiswell noted that other like signs were placed in the City after

committee approval and City Council resolutions. Mr. Kugle stated that other aldermen have expressed concern with regards to the process at which this sign was authorized and installed. Mr. Turino felt that these signs cause possible unintended consequences with motorists paying attention to the signs instead of the pedestrians.

The Committee briefly discussed the placement of rip rap along the west shoreline of Winnequah Lagoon north of Winnequah Road. Mr. Kugle reported that he has requested a meeting with Cami Peterson of the WDNR concerning this issue.

NEW BUSINESS

The Committee reviewed a summary of proposals received to provide topographic surveying services pertaining to the 2011 Street Improvements program (Belle Isle area). A total of five proposals were received. CE/DPW Vela provided the Committee with a table showing a breakdown of hours and cost for topographic surveying services for each proposal and a calculation of an average. Hans Justeson of JSD Professional Services appeared before the Committee to state the previous experience and work JSD has performed in the project area. Jeff Quamme of Vierbicher Associates appeared before the Committee regarding the thought process Vierbicher used in preparing its proposal. Leslie Busse of BT² appeared before the Committee regarding the proposal submitted by BT².

A motion by Mr. Stolper, seconded by Mr. Turino, to recommend the award of contract for topographic surveying services pertaining to the 2011 Street Improvements to BT² in the amount of \$5,360 was approved, with Ms. Busse abstaining.

The Committee reviewed the 2010 operating budgets for public works, water utility, sewer utility and storm water utility. CE/DPW Vela provide a summary of significant items and changes with the budget. Staff was requested by the Mayor to prepare 0%, -1% and -3% budgets for 2010. CE/DPW Vela stated that the 0% budget was prepared without significantly affecting programs, but the -1% and -3% budgets would significantly affect programs. CE/DPW Vela also provided information pertaining to the removal of refuse and recycling services from the tax bill and funding those services through user fees. No personnel changes were included in the budgets. Mr. Stolper stated that he was OK with personnel cuts if necessary and that the lean budgets forces prioritization. Mr. Stolper expressed his support for removing the refuse and recycling services from the tax bill and funding those services via user fees. Mr. Podell felt that removing the refuse and recycling services of the tax bill is another way of generating revenues. Mr. Franklin stated that the City needs to improve efficiency as he feels that the City is not always being most efficient with existing personnel. Mr. Stolper requested that manpower allocation, including management personnel, for each fund be provided to the Committee. Mr. Kugle requested that staff obtain a per unit cost from MG&E for street lighting. Mr. McConnell inquired about the difference in health insurance costs presented in the budget. CE/DPW Vela explained that the rates are different for family coverage as compared to single coverage and that a blended average was used for the DPW crew allocations to the various accounts. Mr. Kugle requested staff to determine what all goes into the NR216 permit expenses.

A motion by Mr. Turino, seconded by Ms. Busse, to recommend approval of the 0% budget for General Buildings and Plant was unanimously approved.

A motion by Ms. Busse, seconded by Mr. Podell, to recommend approval of the 0% budget for Engineering was unanimously approved.

A motion by Mr. Wiswell, seconded by Mr. Podell, to recommend approval of the 0% budget for Public Works operations that include highway and street administration, shop machinery and buildings, street maintenance, parks and forestry, was unanimously approved.

A motion by Ms. Busse, seconded by Mr. Turino, to recommend approval of the 1.85% budget for Solid Waste Disposal was approved. Mr. Stolper was against the motion, stating that the refuse and recycling services should be funded through user fees.

A motion by Mr. Wiswell, seconded by Ms. Bussel, to recommend approval of the 0% budget for the Storm Water Utility, with a follow up to be made concerning the explanation of the NR 216 Permit expenses, was unanimously approved.

A motion by Mr. Podell, seconded by Mr. McConnell, to recommend approval of the 0% budget for the Water Utility was unanimously approved.

A motion by Mr. Turino, seconded by Ms. Busse, to recommend approval of the 0% budget for the Sewer Utility, recognizing the 9% increase in MMSD charges in the budget, was unanimously approved.

MISCELLANEOUS BUSINESS

CE/DPW Vela presented information pertaining to the stormwater fee calculation.

The Committee briefly discussed the scheduling of the next Committee meeting. The next Committee meeting will be November 4, 2009, with a public information session concerning the 2011 Street improvements program to be part of the meeting.

ADJOURNMENT

A motion by Mr. Wiswell, seconded by Ms. Busse, to adjourn was unanimously approved at 9:03 p.m.

Respectively Submitted,

Richard R. Vela
City Engineer/Director of Public Works

PUBLIC WORKS COMMITTEE {Agenda Item 5A}

AGENDA ITEM:

Consideration of Review of Public Fire Protection Charge

REQUESTED BY:

Finance Director Marc Houtakker
City Engineer/Director of Public Works Richard Vela

POLICY ANALYSIS STATEMENT:

At the May 6, 2009 Committee meeting, Rebecca Anderson, 4905 Tonyawatha Trail, appeared before the Committee to express her concern with the public fire protection charge that appears on the water bills. She has issue with how the charge is calculated. She felt that the charge is too high, comparing like charge to similar properties in the City of Madison. She also inquired about how the money is spent. She requested that a committee be formed to investigate a different method to allocate the public fire protection charge. Finance Director Marc Houtakker had previously spoken with Ms. Anderson and explained the methodology behind the fire protection charge. Basically, it is a formula based on the value of the property, including improvements. According to Mr. Houtakker, Monona is one of only a few communities in the state of Wisconsin who determines the public fire protection charge in this manner.

At the August 12, 2009 Committee meeting, Mr. Houtakker discussed the different methods that can be used to determine the Public Fire Protection charge. Mr. Houtakker stated that 17 other municipalities in Wisconsin use the same method as the City of Monona and that the majority of municipalities in Dane County have a Public Fire Protection charge. Regarding the current method, which is based of assessed value of property improvements, the Committee requested from Mr. Houtakker to obtain clarification on the ability of the City to set or dictate the rate ranges or does this have to be done by the PSC. The Committee instructed Mr. Houtakker to contact the PSC to obtain additional information on the Equivalent Meters Method and Equivalent Service Method. Also Mr. Houtakker will do a more in-depth comparison of the Meters Method, Service Method, and Property Values Method and report back to the Committee at a future meeting.

Mr. Houtakker will be present to discuss his efforts on this subject.

FISCAL IMPACT:

Unknown.

PUBLIC WORKS COMMITTEE {Agenda Item 5B}

AGENDA ITEM:

Discussion of Proposed 2011 Street and Utility Improvements

REQUESTED BY:

City Engineer/Director of Public Works Richard Vela

POLICY ANALYSIS STATEMENT:

In preparation for the 2011 street and utility improvements, engineering services need to be secured now so that necessary field work can be completed yet this fall to facilitate design during 2010 and bidding in February 2011. The 2011 improvements consist of the Belle Isle streets and the grading of Oneida Park. Given the anticipated complexity with roadway design, subsurface conditions and drainage challenges, it is of general opinion to secure engineering services much earlier than usual. Typically, a Request for Proposal (RFP) for both design and construction engineering services is solicited to area engineering firms.

However, there is uncertainty regarding the conveyance of runoff and the street cross section to be implemented for this area. Because of this, design tasks cannot be totally defined at this time. Perhaps a study phase should be incorporated into the RFP, the result of which would identify the necessary design and subsequent construction engineering services. This would result in a somewhat open-ended contract initially, with design and construction engineering services to be negotiated once the infrastructure needs have been determined.

At its August 12, 2009 meeting, the Committee discussed this issue. The Committee agreed that a public meeting be held at a future Committee meeting prior to the RFP for the design of the 2011 Street and Utility Improvements being distributed. The Committee also agreed that, in the meantime, a RFP be prepared and distributed for the survey of the Belle Isle area to be completed in the fall of 2009.

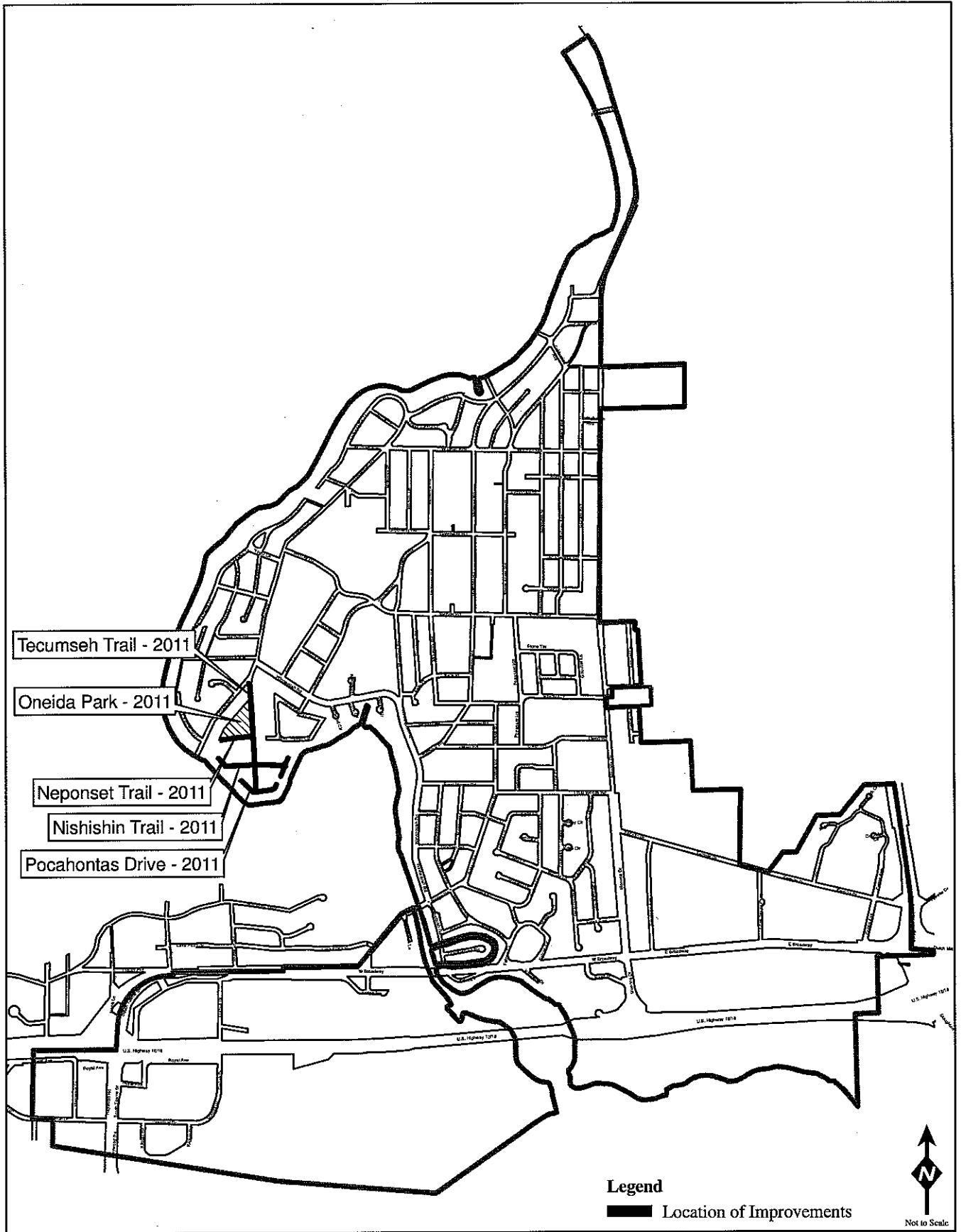
At its September 2, 2009 meeting, the Committee discussed the proposed 2011 Street and Utility Improvements project which consists of the reconstruction of streets in the Belle Isle area. The Committee reinforced the idea of moving forward with the field survey work at this time. The Committee felt a public meeting with the residents of the Belle Isle area should be held to obtain their thoughts and concerns regarding future street improvements. Once a more defined scope is developed, an RFP for engineering design and construction services can be drafted and distributed.

At its September 30, 2009 meeting, the Committee agreed that a public meeting with the residents of the Belle Isle area should be held to obtain their thoughts and concerns regarding future street improvements. This meeting was scheduled for November 4, 2009.

All affected residents have been notified by letter of this meeting.

FISCAL IMPACT:

An amount of \$160,000 has been included in the proposed 2010 Capital Budget for engineering services pertaining to the 2011 Street and Utility Improvements.



PROJECT LOCATION MAP
 2011 Street and Utility Reconstruction
 Monona, Wisconsin



PUBLIC WORKS COMMITTEE {Agenda Item 5C}

AGENDA ITEM:

Review of 2009 Street and Utility Improvements Project

REQUESTED BY:

City Engineer/Director of Public Works Richard Vela

POLICY ANALYSIS STATEMENT:

All work has been completed on all streets.

Concerning construction costs, five pay requests have been submitted to date with the amount completed being \$1,865,211.57, approximately 109% of the total contract amount of \$1,706,915.60. This is due to additional quantities of erosion control measures, water main, water service pipe, storm sewer pipe, crushed aggregate base course, asphalt, topsoil, sod, insulation and hand form curb & gutter being necessary on the jobsite.

At its August 12, 2009 meeting, the Committee recommended approval of an amendment to Vierbicher's contract for construction engineering for time and materials for additional inspection services not to exceed \$28,476.00

FISCAL IMPACT:

n/a.

PUBLIC WORKS COMMITTEE {Agenda Item 5D}

AGENDA ITEM:

Discussion of Placement of Rip Rap along the West Shoreline of Winnequah Lagoon North of Winnequah Road.

REQUESTED BY:

Alderman Jeff Wiswell

POLICY ANALYSIS STATEMENT:

At the August 12, 2009 Committee meeting, a discussion occurred pertaining to the placement of rip rap along the west shoreline of Winnequah lagoon north of Winnequah Road. The following is the relevant section of approved meeting minutes:

Scott Ablemen of 5410 Winnequah Road spoke to the Committee about shoreline erosion of the west side of the Winnequah Park lagoon and the maintenance of Winnequah Lagoon on the north side of Winnequah Road.

Mr. Ablemen stated that the stormsewer pipe under Winnequah Road routinely gets clogged causing water to backup in the lagoon causing flooding to the residents along the west side of the lagoon. Along with the flooding Mr. Ablemen has also experienced the loss of 4' – 5' of shoreline over the period he has lived in his home because this portion of the lagoon is not rip rapped.

Mr. Wiswell stated that these issues should be looked at during the up coming budget process and that the City should clean out the storm pipe under Winnequah Road.

Mr. Kugle stated that he received notice from the DNR that rip rap is not an option for this area under the current DNR rules and that the only allowable option is a vegetative shoreline buffer.

Mr. Wiswell stated that we should appeal the DNR decision.

Mr. Kugle will ask the DNR what their variance process is and he will put these items back on the agenda.

No action was taken on this item.

At its September 30, 2009 meeting, the Committee briefly discussed the placement of rip rap along the west shoreline of Winnequah Lagoon north of Winnequah Road. Mr. Kugle reported that he has requested a meeting with Cami Peterson of the WDNR concerning this issue.

FISCAL IMPACT:

n/a