



# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

**Agenda Item:**

**#4**

**Project/Item Name:**

**Snowmobile trail**

**Location:**

**Citywide**

**Requested Action:**

**Approval of snowmobile trail**

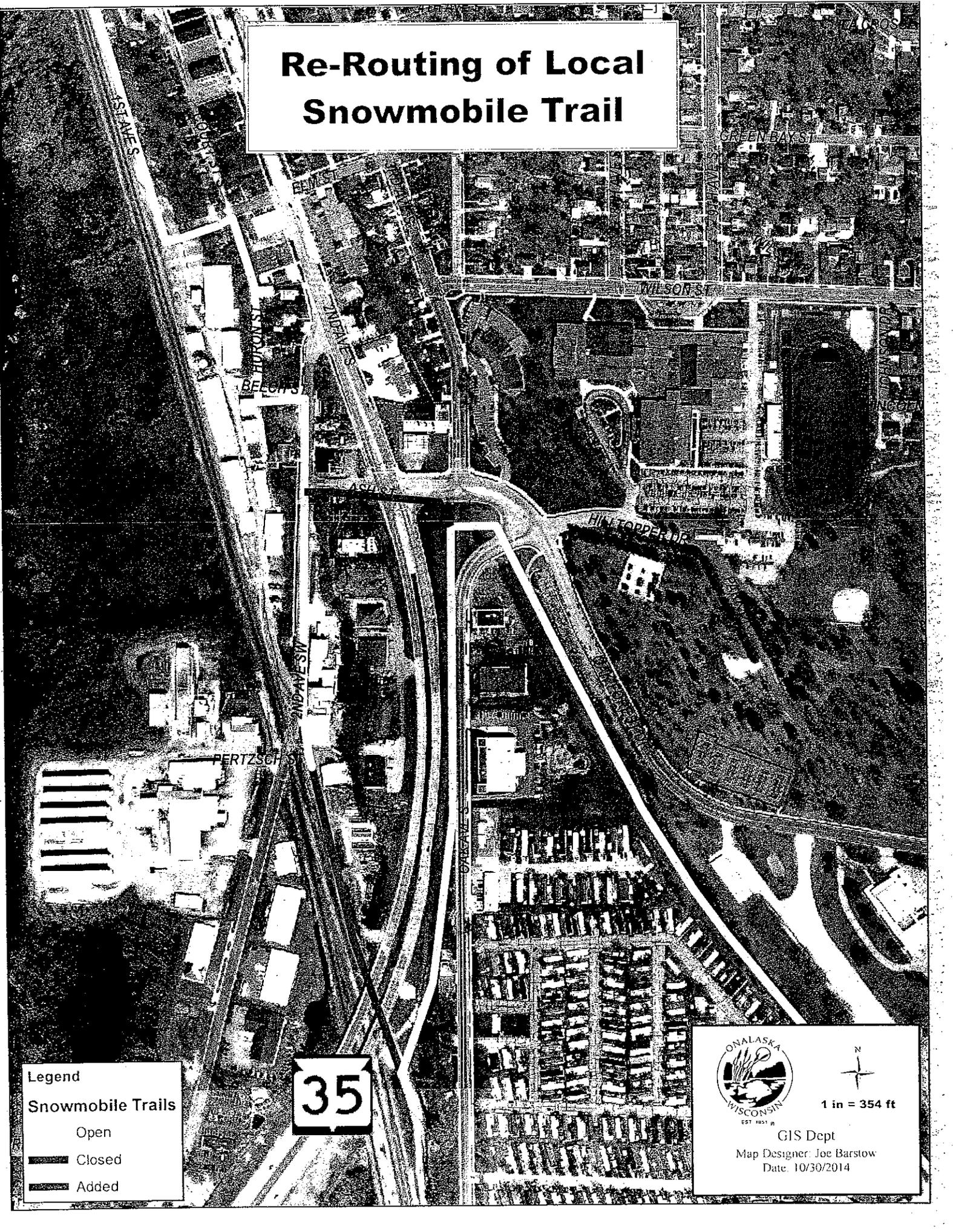
**Staff Report/Description:**

The Coulee Sno-drifters snowmobile club is requesting the renewal of snowmobile trail through the City of Onalaska. Trail would follow the 2015 route which includes crossing STH 35 at Oak Forest Drive

**Attachments:**

**Map, e-mail from Wis. DOT**

# Re-Routing of Local Snowmobile Trail



## Legend

### Snowmobile Trails

- Open
- Closed
- Added



1 in = 354 ft

GIS Dept  
Map Designer: Joe Barstow  
Date: 10/30/2014

**Holter, Jarrod**

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**From:** Gary Hanson <[ghanson@midwesttoyota.com](mailto:ghanson@midwesttoyota.com)>  
**Sent:** Thursday, August 27, 2015 11:35 AM  
**To:** Holter, Jarrod  
**Cc:** Jim Tempke  
**Subject:** FW: Snowmobile Trail Crossing at Hwy STH 35 and Oak Forest in Onalaska

Hi Jarrod. I just got this from Andy.

Thanks for all your help.

Gary

---

**From:** Winga, Andrew - DOT [<mailto:Andrew.Winga@dot.wi.gov>]  
**Sent:** Thursday, August 27, 2015 11:32 AM  
**To:** Gary Hanson <[ghanson@midwesttoyota.com](mailto:ghanson@midwesttoyota.com)>  
**Subject:** RE: Snowmobile Trail Crossing at Hwy STH 35 and Oak Forest in Onalaska

Gary,

WisDOT does not object to the use of the intersection of Highway 35 and Oak Forest Drive as a connection for your snowmobile trail.

Andy

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**From:** Gary Hanson [<mailto:ghanson@midwesttoyota.com>]  
**Sent:** Wednesday, August 26, 2015 9:40 AM  
**To:** Winga, Andrew - DOT  
**Subject:** Snowmobile Trail Crossing at Hwy STH 35 and Oak Forest in Onalaska

Hi Andy. It's getting to be that time of the year to get ready for the upcoming snowmobile season. Again I am asking for permission to cross Hwy 35 and Oak Forest in Onalaska Wisconsin this season from December 1<sup>st</sup> 2015 to March 31 2016. We did not open the trail through Onalaska last season at all so we are

hoping we can this season. If I can get your permission I will then take it to the City of Onalaska Council for their approval. If you have any questions please email or call me at 608-317-8946.

Thank you for your time.

Gary P Hanson  
President  
Onalaska Coulee Sno-Drifters  
Snowmobile Club.

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

Agenda Item: #5

Project/Item Name: Sidewalk Replacement program

Location: Citywide

Requested Action: Discussion on policy of sidewalk replacement costs due to boulevard trees

Staff Report/Description: City staff inspects sidewalks on a seven year rotation. As most sidewalks have been inspected many of the current defects found are raised sidewalks due to trees. Current City policy is the property owner pays for sidewalk repairs. Boulevard trees in good health are not removed due to heaving of the sidewalk. Property owners are requesting changes to current City policy of having to pay for sidewalk repairs due to a City owned boulevard tree.

Attachments: Letters & ordinance

## Chapter 2

### Streets and Sidewalks

- 6-2-1 Removal of Debris and Dirt from Sidewalks, Streets and Public Grounds
- 6-2-2 Construction and Repair of Sidewalks
- 6-2-3 Excavations of Streets, Alleys, Public Ways and Grounds
- 6-2-4 Regulations Governing Excavations and Openings
- 6-2-5 Obstructions and Encroachments
- 6-2-6 Street Privilege Permit
- 6-2-7 Use of Streets, Alleys and Other Public Ways by Persons and Businesses Renting Dumpsters
- 6-2-8 Snow and Ice Removal
- 6-2-9 Boulevard Areas
- 6-2-10 Vaults
- 6-2-11 Downspouts and Eaves of Buildings Not to Drain on Sidewalks
- 6-2-12 Sale or Display of Merchandise Prohibited;  
Special Event Vending Permit
- 6-2-13 Requests for Improvements
- 6-2-14 Raking Leaves into Streets
- 6-2-15 Unlawful Dumping on Streets
- 6-2-16 Street Numbers
- 6-2-17 Obstruction of Public Ditches
- 6-2-18 Curb and Gutter
- 6-2-19 Alley Paving
- 6-2-20 Block Parties

#### **Sec. 6-2-1 Removal of Debris and Dirt from Sidewalks, Streets and Public Grounds.**

No abutting property owner shall, upon any sidewalk, street, alley or public ground, so maintain his land or any building situated thereon so that, by erosion or by travel, parts of the soil or other substance shall be deposited upon the abutting sidewalk, street, alley or any public ground, and if such deposit by erosion or otherwise shall take place, the sidewalk, street, alley or public ground shall be cleaned and made passable by such abutting owner within twenty-four (24) hours after receiving notice thereof from the Inspection Department. If such owner or occupant shall refuse or fail to remove any such debris or dirt when notified to do so by the Common Council, or its designee, the Common Council, or its designee, may cause the same to be done and report the cost thereof to the City Clerk who shall spread the cost on the tax roll as a special tax against the premises, pursuant to Sec. 66.0627, Wis. Stats., or such cost may be recovered in an action against the owner or occupant.

**Sec. 6-2-2 Construction and Repair of Sidewalks**

- (a) **Provision of State Law.** All provisions of Sec. 66.0907 of the Wisconsin Statutes describing and defining regulations with respect to sidewalks are hereby adopted and by reference made a part of this Section as if fully set forth herein. Any act required to be performed or prohibited by Sec. 66.0907 of the Wisconsin Statutes is required or prohibited by this Section.
- (b) **Sidewalk Repair or Construction.**
- (1) Adjacent property owners building, repairing, constructing and perpetually maintaining sidewalks along or upon any street, alley or highway in the City of Onalaska shall pay the cost thereof pursuant to this Section. A sidewalk map as recommended by the Plan Commission and adopted by the Common Council shall be the basis of selecting proposed sidewalk locations throughout the City.
- (2) All sidewalks within the City of Onalaska hereafter shall be repaired, rebuilt and constructed in accordance with the specifications of this Section.
- (c) **Special Assessments for Sidewalks.** Special assessments levied to defray the costs of laying, removing and repairing sidewalks may, when they exceed One Hundred Dollars (\$100.00), be paid in equal installments, over (i) a twenty (20) year period when new sidewalks are installed and (ii) ten(10) years when sidewalks are replaced or repaired. The special assessment shall bear interest at the rate determined by the Common Council, uniform with other City special assessments, at a rate equal to one percent (1 %) over the interest rate for the bond issuance that is issued to pay for the improvement. Engineering and administrative fees of seven and one-half percent (7.5%) shall be added to the special assessment cost.
- (d) **Sidewalk Permit Required.**
- (1) No person shall hereafter lay, remove, replace or repair any public sidewalk within the City unless he is under contract with the City to do such work or has obtained a permit therefore from the Inspection Department at least three (3) days before work is proposed to be undertaken. A fee of Fifteen Dollars (\$15.00) shall be charged for such permit. The permit shall be issued upon application forms provided by the City and shall contain such information as the Inspection Department shall deem necessary.
- (2) Such permit shall be for a continuous sidewalk within or between intersecting streets, in front of the property owned by one (1) person, firm or corporation. No permit shall be necessary for repairs which do not exceed sixty (60) square feet, unless the Board of Public Works Inspector deems it necessary to establish a new grade for such repair.

## Streets and Sidewalks

6-2-2

- (3) After the permit has been issued, the applicant shall obtain a survey and grade stakes from the City Engineer. After the sidewalk has been constructed, repaired or reconstructed, the Inspector will again check, after which a grade certificate will be issued upon request.
- (e) **Grade Certificate.** A grade certificate may be issued by the Inspection Department upon request providing all sidewalk construction, repair or reconstruction is in accordance with City specifications.
- (f) **Standard Specifications for Sidewalk.**
  - (1) **General.** Concrete sidewalk construction shall meet the specifications and provisions set forth in this Section and shall be constructed in locations and to line and grade as established by the City.
  - (2) **Sub-grade.** Sub-grade shall be two (2) inches of sand fill, thoroughly and uniformly compacted and brought to correct grade placing of concrete and thoroughly wet down immediately before concrete is placed. Soft, porous and unsuitable sub-grade material shall be removed and replaced with sand or other satisfactory material, and the sub-grade shall be thoroughly and uniformly compacted and moistened immediately before the concrete is placed.
  - (3) **Concrete.** The minimum quantity of cement per cubic yard shall be six (6) sacks of ninety-four (94) pounds each. Concrete shall be mixed for at least one (1) minute. Gravel shall be of good quality and washed. Concrete shall test three thousand (3,000) pounds compression in twenty-eight (28) days.
  - (4) **Forming.** Concrete shall be placed in straight forms of wood or metal of sufficient strength to resist springing, tipping or other displacement during the process of depositing and consolidating the concrete. Forms shall be securely fastened, staked, braced and held firmly to required line and shall be sufficiently tight to prevent leakage of mortar, and all forms shall remain in place for twenty-four (24) hours after pour.
  - (5) **Jointing, Floating and Finishing.** Soon after screening and while the concrete is still plastic, the surface shall be floated with wood, cork or metal floats or by a finishing machine. At all places where the sidewalk intersects another sidewalk or curb-line, a one-half (1/2) inch expansion joint shall be placed. Transverse expansion joints of one-half (1/2) inch thick and four (4) inches wide and five (5) feet long or premolded material shall be located every thirty (30) feet. Sidewalks must be marked off to make blocks five (5) foot square and be at right angles to the parallel lines. Any new sidewalk adjoining an old sidewalk or a sidewalk which abuts curb and gutter shall have one-half (1/2) by four (4) inch expansion joints of premolded material.
  - (6) **Slope.** All forms must be approved by the City Engineer, or his designee, before concrete is poured. To provide adequate drainage, the sidewalk shall slope toward the curb at a minimum rate of one-fourth (1/4) inch per foot of width of sidewalk. All joints and edges shall be finished with a one-fourth (1/4) inch radius edging tool.

## Streets and Sidewalks

### 6-2-2

Sidewalks shall be constructed within the limits of the street, and unless otherwise specifically indicated, the back of the sidewalk shall be on the property line.

- (7) **Width and Thickness.** All sidewalks shall be five (5) feet in width unless otherwise specified by the Board of Public Works. Residential sidewalks shall be not less than four (4) inches thick and commercial sidewalks not less than five (5) inches thick, except within driveway approaches the minimum thickness shall be six (6) inches.
- (8) **Carriage Walks and Driveway Areas.**
  - a. Concrete carriage walks and concrete driveways that are not placed at grade (per City Ordinance 279) shall be removed at City expense. The concrete replacement cost to grade shall be charged to the property owner.
  - b. Bituminous asphalt driveways shall be saw cut and removed at the City's expense. Their replacement shall be six (6) inch thick concrete, and shall be charged to the property owner.
  - c. The City shall pay up to four (4) feet of driveway length to match the back of the sidewalk to the existing driveway. Length in excess of four (4) feet shall be charged to the property owner. Unusual cases shall be reviewed by the Board of Public Works.
  - d. The area between the curb and gutter and sidewalk, through the driveway commonly referred to as the driveway approach, shall be six (6) inches thick poured concrete, the cost to be assessed to the property owner.
- (9) **Finishing.** The concrete shall be struck off true to grade, finished smooth and given a broom finish in transverse direction. Edges and joints shall be given a finish with a one-quarter (1/4) inch radius edging tool. Dry cement shall not be spread on a wet surface to take up excess water. Finishing operations shall be delayed until water has disappeared. No tool marks shall be left on exposed surfaces. In case of rain, the walk shall be covered to protect the surface from being damaged. Walks shall be kept free from all traffic at normal temperatures for forty-eight (48) hours and in cold weather [below fifty (50) degrees F.] for ninety-six (96) hours.
- (10) **Curing.** Concrete shall be kept moist by sprinkling, covering or a combination of both for a minimum of five (5) days.
- (11) **Cold Weather Requirements.** When the temperature is less than forty (40) degrees F., all concrete placed in the forms shall have a temperature between fifty (50) degrees F. and seventy (70) degrees F. and shall meet the requirements as per Wisconsin Department of Transportation specifications for cold weather concrete.
- (12) **Lawn Replacement.** When contractors perform sidewalk work for the City, the City shall replace and/or return lawns back to original condition at the City's expense. (Example: If a property owner has black dirt and sod, that is what the City shall replace; if a property owner has sand and weeds, the City will simply seed the area, with no black dirt.) After the sod has been placed, it shall be the responsibility of the property owner to water and to care for it. There shall be no replacement because of abuse or neglect. Property owners doing their own sidewalk and driveway construction shall take out sidewalk and driveway permits and shall not be entitled to any services from the City, such as excavation, black dirt, sod, seed, etc.

## Streets and Sidewalks

6-2-2

(g) **Objects in Right-of-Way.**

- (1) All trees, shrubs, planters, landscaped flower gardens, flagpoles, fences, light posts, etc., and, in general, other objects placed on a City right-of-way (boulevard) without permission from the City that are in the way of the sidewalk, or pose a problem by being too close to the sidewalk, shall be the removal responsibility of the property owner. Any relocation of said objects shall be done by the property owner before sidewalk contractors start work. A property owner shall have thirty (30) days to remove said objects after the City has ordered the sidewalk in. Objects not removed within the thirty (30) day period shall be removed by the City or the sidewalk contractor at the time of construction. Objects shall be hauled away and disposed of.
- (2) Trees that exist very close to the back of sidewalks [within three (3) feet] may be removed by the City or sidewalk contractor at the City's expense. No replacement costs will be absorbed by the City. Property owners are advised to remove or relocate trees, because in time the roots may heave the walk, resulting in replacement at the cost of the property owner.
- (3) Any objects breaking the vertical plane at the property line, sitting on or over-hanging a sidewalk that may constitute a public danger or safety hazard (be it on City boulevards or private property), shall be cause to be removed by the City with no replacement provided.

 (h) **Repair or Replacement of Defective Sidewalks.** Pursuant to Sec. 66.0907, Wis. Stats., the Common Council may order at any time property owners to repair or remove and replace any sidewalk which is unsafe, defective or insufficient. If the property owner shall fail to so repair or remove and replace such sidewalk within sixty (60) days after service of the notice provided in Sec. 66.0907, Wis. Stats., the Common Council shall repair or construct such sidewalk and the City Clerk shall enter the total cost thereof upon the tax roll as a special tax against said lot or parcel of land. If a life-threatening situation exists which is caused by a sidewalk in need of repair, the Board of Public Works or City Engineer shall direct the property owner to make repairs within seven (7) days. If the property owner shall fail to repair such sidewalk within the required period, the Board of Public Works shall make the necessary repairs and the City Clerk shall enter the total cost thereof on the tax roll as a special tax against said parcel.

(i) **Illegal Sidewalks.** No sidewalk which shall be constructed contrary to the provisions of this Section shall be considered a legal sidewalk and the same may be ordered to be replaced with a legal sidewalk and with one that is in conformity with this Section, the same as if no sidewalk whatever had been built or constructed in the place where any such sidewalk is located.

(j) **Retaining Walls.** The cost of the initial flagstone or retaining wall, as determined by the Board of Public Works, shall be paid for by the City. After completion of the construction, the wall shall become property of the property owner. The property owner shall pay for any and all maintenance and upkeep.

*State Law Reference:* Sec. 66.615, Wis. Stats.

*Cross Reference:* Section 6-2-9.



## **CITY OF ONALASKA**

415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**  
PHONE: (608) 781-9537  
FAX: (608) 781-9506

September 25, 2015

# **COPY**

Ms. Jane Comeau  
1949 Esther Drive  
Onalaska, WI 54650

Dear Ms. Comeau:

I am in receipt of your correspondence regarding the City of Onalaska Sidewalk Management Program. I will be bringing the issue of boulevard trees affecting sidewalks and the associated costs for replacement to the October 6, 2015 Board of Public Works Meeting. The meeting will be held at Onalaska City Hall, 415 Main Street, in the Common Council Chambers at 6:30 PM.

At that meeting review and discussion of the current City Policy of having property owners pay for sidewalk repairs due to City owned boulevard trees impairing the sidewalk will be reviewed. Your letter will be included in the Agenda for the meeting, but if you wish to attend the meeting public comment is allowed at the start of the meeting.

I will follow up with correspondence outlining the outcome of the meeting. If you have any further questions please contact me at 608-781-9537 or at [jholter@cityofonalaska.com](mailto:jholter@cityofonalaska.com).

Sincerely,

C. Jarrod Holter, P.E.  
City Engineer



## CITY OF ONALASKA

415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**

PHONE: (608) 781-9537

FAX: (608) 781-9506

September 25, 2015

**COPY**

Mr. Dave Johnson  
522 La Crosse Street  
Onalaska, WI 54650

Dear Mr. Johnson:

I am in receipt of your correspondence regarding the City of Onalaska Sidewalk Management Program. I will be bringing the issue of boulevard trees affecting sidewalks and the associated costs for replacement to the October 6, 2015 Board of Public Works Meeting. The meeting will be held at Onalaska City Hall, 415 Main Street, in the Common Council Chambers at 6:30 PM.

At that meeting review and discussion of the current City Policy of having property owners pay for sidewalk repairs due to City owned boulevard trees impairing the sidewalk will be reviewed. Your letter will be included in the Agenda for the meeting, but if you wish to attend the meeting public comment is allowed at the start of the meeting.

I will follow up with correspondence outlining the outcome of the meeting. If you have any further questions please contact me at 608-781-9537 or at [jholter@cityofonalaska.com](mailto:jholter@cityofonalaska.com).

Sincerely,

C. Jarrod Holter, P.E.  
City Engineer



## **CITY OF ONALASKA**

415 MAIN STREET  
ONALASKA, WISCONSIN 54650-2953  
[www.cityofonalaska.com](http://www.cityofonalaska.com)

**Engineering/Public Works Dept.**  
PHONE: (608) 781-9537  
FAX: (608) 781-9506

September 25, 2015

**COPY**

Mr. Fran Spindler  
Mrs. Jayne Spindler  
2010 Esther Drive  
Onalaska, WI 54650

Dear Mr. & Mrs. Spindler:

I am in receipt of your correspondence regarding the City of Onalaska Sidewalk Management Program. I will be bringing the issue of boulevard trees affecting sidewalks and the associated costs for replacement to the October 6, 2015 Board of Public Works Meeting. The meeting will be held at Onalaska City Hall, 415 Main Street, in the Common Council Chambers at 6:30 PM.

At that meeting review and discussion of the current City Policy of having property owners pay for sidewalk repairs due to City owned boulevard trees impairing the sidewalk will be reviewed. Your letter will be included in the Agenda for the meeting, but if you wish to attend the meeting public comment is allowed at the start of the meeting.

I will follow up with correspondence outlining the outcome of the meeting. If you have any further questions please contact me at 608-781-9537 or at [jholter@cityofonalaska.com](mailto:jholter@cityofonalaska.com).

Sincerely,

C. Jarrod Holter, P.E.  
City Engineer



# CITY OF ONALASKA

415 MAIN STREET  
ONALASKA, WISCONSIN 54650  
FAX (608) 781-9506

Engineering Dept.  
(608) 781-9537

## Sidewalk Management Program - Property Report

Date Issued: 7/23/2015

Parcel ID Number: 18-350-0

### IMPORTANT NOTICE REQUIRING YOUR IMMEDIATE ATTENTION

Dear owner of property located at 522 LA CROSSE ST

The City of Onalaska's annual sidewalk repair program is affecting your area this year. A portion of the sidewalk abutting the above property needs replacing due to deterioration or a safety hazard. This sidewalk is included in the repair program as approved by the Board of Public Works. Approximately 55 square feet (Sq.Ft.) of 4 inch thick sidewalk requires replacement. Standard criteria for replacement of sidewalks include cracked, back-pitched, raised, spalled, settled, badly chipped slabs or deterioration of the joints between slabs.

You may choose to hire your own licensed Contractor to replace this sidewalk and pay the costs of such work. Using your own Contractor will require completing all work by October 2, 2015. Failure to comply within the above time may result in the City of Onalaska proceeding in accordance with Wisconsin Statute 66.615 and the Municipal Code of the City of Onalaska.

The City has a contract with a Contractor to make the necessary replacements if you choose not to hire your own. The Contractor will start work approximately in October 2015. Work at your property would take approximately 1-2 weeks to complete. The City will bill the cost of replacement or repairs to you in the fall of 2015, following the completion of the work. Replacement costs by the City will be billed to you at bid price plus 7.5% administration fee. Based upon current contract price plus the administration fee the price for replacement of 4" thick sidewalk is \$7.15/Sq.Ft. and replacement 6" thick sidewalk is \$8.06/Sq.Ft.

Deteriorated or potentially hazardous sidewalk slabs are marked with a pink dot along the edge of the slab. If a tree in the boulevard is causing a section of sidewalk to heave it may be removed at the time of sidewalk replacement. Only trees that are dead or dying will be removed and tree removal will be determined by the City. The City of Onalaska will be paying associated costs for tree removal if the tree is located on City right-of-way.

If there are any sprinkling systems near the marked sidewalk slabs, please notify this office in writing, so we may take proper precautions. You will be responsible for exposing, marking, and protecting your system (including piping and heads). Neither the City nor its Contractor will assume any liability in the event of damage to a sprinkler system that is unmarked.

If the Contractor replaces a portion of sidewalk in your driveway, it is important that no vehicles drive over the new slab(s) for at least one (1) week after pouring of the concrete. Barricades placed at the new concrete should remain in place during that week.

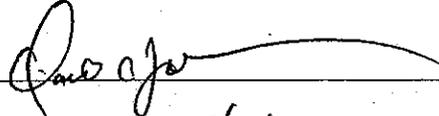
If you have any questions please contact Kevin Schubert (Assistant City Engineer) at 608-781-9537 or [kschubert@cityofonalaska.com](mailto:kschubert@cityofonalaska.com).

*Please return the signed copy of this letter in the enclosed postage paid envelope, with your choice of replacement box checked by Friday, September 11, 2015. Thank you.*

I would like the Board of Public Works to proceed with replacement at my expense.

I will procure my own Contractor and comply as requested.

I would like to challenge with the City of ONALASKA

Owner: 

Signature

9/5/15

September 5, 2015

Mayor of City of Onalaska

415 Main Street

Onalaska, Wi 54650

Re: Sidewalk Management Program

Dear Honorable Mayor:

I'm in receipt of the City of Onalaska's property report issued on 7/23/15. I Agree 100 % that the sidewalk that city pointed out needs repair. As a matter of fact, I pointed this out to the Engineer Dept at least three weeks before I received the letter. I asked the Engineer Department at this time to please repair the sidewalk as well as taking down the Ash tree on the boulevard which is clearly creating the raised sidewalk. I did not have the opportunity to discuss this with Kevin Schubert, but I did talk extensively with the office person. Kevin did call (unfortunately I wasn't home) and left a voice mail citing policy that it is the responsibility of the home owner to repair the side walk regardless of the fact that the city planted the tree which is causing the damage.

Mr. Mayor, I have lived in Onalaska almost my whole life of over 60 years. I would love the opportunity to discuss this in person and explain my point of view on why the city needs to take care of this matter. I believe my situation is very unique then most homes/sidewalks in Onalaska. In most organizations when we disagree with services and billing, there is an opportunity to challenge under a grievance procedure. I hope that I can discuss this with you very soon to resolve.

Regards,



Dave Johnson

August 7, 2015

City of Onalaska—Mayor  
Board of Public Works  
City Engineering  
413 Main Street  
Onalaska, WI 54650

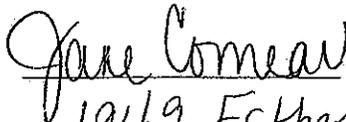
Re: City Of Onalaska Sidewalk Management Program

To all it may Concern:

We received the Sidewalk Management Program—Property Report indicating the City of Onalaska's intention to reassess property owners for concrete sidewalk repairs without consideration of the root cause of these recurring charges, namely, the City's failure to account for and pay for its own actions that make these repairs necessary every 7 to 10 years. The City assessed each property owner for the cost of installing the sidewalks initially, and this program continues to reassess the owner into the indefinite future, in contradiction to State Statute that maintains that such assessments are done once since the owner paid for this improvement initially and now it is city property to maintain.

Furthermore, the City policy to plant trees of the wrong size or type in the boulevard area and its failure to maintain the trees and roots in a manner that does not damage the concrete sidewalks compounds the problem. The City or its contractor has not removed the tree(s) or the roots from the last such mandated repairs, so that some owners are replacing the same sections of walk for the second and even third time. We also believe that the City is removing the wrong sections of sidewalks since the sections that are not heaved are always going to be at this level if the roots or tree are not removed. Since the City owns and has the responsibility to maintain the boulevard and walks, we believe that the City should pay for the costs associated with this problem. We also request that the individual owner have the authority to decide if the trees or roots be removed at City cost, regardless of the health of the tree, since the City has failed to exercise prudent choices in the past that require these repairs to be repeated.

Sincerely,

  
1949 Esther Dr. Onalaska

Owner address & Parcel ID Number  
Onalaska, WI 54650

August 7, 2015

City of Onalaska—Mayor  
Board of Public Works  
City Engineering  
413 Main Street  
Onalaska, WI 54650

Re: City Of Onalaska Sidewalk Management Program

To all it may Concern:

We received the Sidewalk Management Program—Property Report indicating the City of Onalaska's intention to reassess property owners for concrete sidewalk repairs without consideration of the root cause of these recurring charges, namely, the City's failure to account for and pay for its own actions that make these repairs necessary every 7 to 10 years. The City assessed each property owner for the cost of installing the sidewalks initially, and this program continues to reassess the owner into the indefinite future, in contradiction to State Statute that maintains that such assessments are done once since the owner paid for this improvement initially and now it is city property to maintain.

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Sincerely,

Fran + Sayne Spudler

2010 Esth @ Onalaska WI 54650 608 385 3901

Owner address & Parcel ID Number

Onalaska, WI 54650

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

Agenda Item:

**#6**

Project/Item Name:

Parking along Critter Court

Location:

Critter Court

Requested Action:

Discussion on parking regulations

Staff Report/Description:

SpringBrook Community Assisted Living is requesting parking along Critter Court.

Attachments:

Map, e-mail from Wis. DOT

**Holter, Jarrod**

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**From:** tantony861 <tantony861@springbrookcare.com>  
**Sent:** Thursday, September 24, 2015 10:17 AM  
**To:** Holter, Jarrod  
**Subject:** Parking request

Hi Jarrod,

It was a pleasure speaking with you earlier this morning. Per our conversation I would like to be placed on the agenda for the October 6<sup>th</sup> meeting. We are requesting

2-hour parking on Critter Court across from our building, in the area where permit-only parking had been allowed during our recent construction.

Please let me know if you have any questions need further clarification. I look forward to hearing from you.

Sincerely,  
Tina Antony

*Tina Antony*  
*Housing Specialist*  
*SpringBrook Community Assisted Living*  
608.793.5124 Office  
608.386.6683 Cell  
608.783.1182 Fax  
[www.springbrookassistedliving.com](http://www.springbrookassistedliving.com)  
Like us on Facebook  
<https://www.facebook.com/springbrookcommunity>

(j) **Gundersen Drive**

(1) There shall be no parking, stopping, or standing on both sides of Gundersen Drive.

**Traffic and Parking**

**10-1-27**

(kk) **12th Avenue South from Wilson Street to CTY SS**

(1) There shall be no parking, stopping or standing on the West side of 12<sup>th</sup> Avenue South from Wilson Street to CTY SS

(ll) **Marcou Road from East Main Street to Emerald Valley Road.**

(1) There shall be no parking, stopping or standing on the west side of Marcou Road beginning at a point 1,250 feet north of the intersection of East Main Street and Marcou Road, and continuing in a northerly direction of 300 feet.

(2) There shall be no parking, stopping or standing on the east side of Marcou Road from the intersection of East Main Street and Marcou Road to the intersection of Emerald Valley Road and Marcou Road.

(mm) **Medary Lane.**

(1) There shall be no parking, stopping or standing on the north side of Medary Lane from the intersection with East Young Drive to the west eighty (80) feet.

(nn) **Critter Court.**

(1) There shall be no parking, stopping or standing on either side of Critter Court south of the intersection with Kinney Coulee Road South.

(oo) **12th Avenue South from Oak Forest Drive to CTH SS.**

(1) There shall be no parking, stopping or standing on either sides of 12<sup>th</sup> Avenue South beginning at a point 250 feet north of the intersection of Oak Forest Drive and 12<sup>th</sup> Avenue South to the intersection of CTH SS and 12<sup>th</sup> Avenue South.

(pp) **Oak Forest Drive.**

(1) There shall be no parking, stopping or standing on the north side of Oak Forest Drive from the intersection with State Highway 35 to the intersection with Hilltopper Drive to a point 175 feet to the south.

(2) There shall be no parking, stopping or standing on the south side of Oak Forest Drive from the intersection with State Highway 35 to the intersection with Oak Avenue South to a point 50 feet to the south.

(qq) **Oak Avenue South.**

There shall be no parking, stopping or standing on either side of Oak Avenue South between the intersection with Oak Forest Drive and the intersection with the City of Onalaska's municipal boundary.

(rr) **French Road from Hansen Place to the intersection of Harter Drive and Emerald Drive East.**

(1) There shall be no parking, stopping or standing on the West side of French Road from Hansen Place to the intersection of Harter Drive and Emerald Drive East.

## 2014 Meeting minutes

**Board of Public Works  
of the City of Onalaska**

Tuesday, August 5, 2014

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:30  
2 p.m. on Tuesday, August 5, 2014. It was noted that the meeting had been announced and a  
3 notice posted at City Hall.

4  
5 Roll call was taken with the following members present: Financial Services Director/Treasurer  
6 Fred Buehler, Ald. Jack Pogreba, Ald. Jim Bialecki, City Engineer Jarrod Holter

7  
8 Also Present: Fire Chief Don Dominick

9  
10 Excused Absence: Mayor Joe Chilsen

11  
12 **Item 2 – Approval of minutes from previous meeting**

13  
14 Motion by Ald. Bialecki, second by Fred, to approve the minutes from the previous meeting as  
15 printed and on file in the City Clerk's Office.

16  
17 On voice vote, motion carried.

18  
19 **Item 3 – Public Input (limited to 3 minutes/individual)**

20  
21 Ald. Pogreba called three times for anyone wishing to provide public input and closed that  
22 portion of the meeting.

23  
24 **Consideration and possible action on the following items:**

25  
26 **Item 4 – 6:30 P.M. Public Hearing (or immediately following the public input) – Regarding**  
27 **allowing parking on the West side of Critter Court**

28  
29 Jarrod noted that board members' packets include a copy of the letter that had been mailed to  
30 adjoining landowners as well as a map of Critter Court and the surrounding area. Jarrod also  
31 displayed for those in attendance an aerial photograph of the area. The proposal in front of the  
32 board is to allow parking on the west side of Critter Court from the cul-de-sac to South Kinney  
33 Coulee Road. Currently there is no parking allowed on both sides of Critter Court.

34  
35 Ald. Pogreba opened the public hearing and called for anyone wishing to speak in favor of  
36 allowing parking on the West side of Critter Court.

37  
38 **Tina Antony, Housing and Marketing Manager, Springbrook Assisted Living**  
39 **861 Critter Court**  
40 **Onalaska**

41  
Reviewed 8/8/14

Board of Public Works  
of the City of Onalaska

Tuesday, August 5, 2014

2

42 "We've been very fortunate in the eight years that we've been in existence. We not only are  
43 growing, but we've opened our facility to the community. We offer space to the Onalaska Park  
44 and Rec Yoga Program. We offer our space to the Warm Water Therapy Program which uses  
45 our 92-degree therapy pool five days a week to the tune of about 200 visitors throughout the  
46 course of a month. We also cooperate with Welshire Capital and they hold functions in our  
47 theater room, opening up our area to the community as well. We have really reached out to the  
48 community and now we'd like the community to reach out a little bit more to us to allow for  
49 those people who are enjoying our community and our facility to be able to have parking  
50 capability. What we discussed last time at our meeting was parking on the west side of Critter  
51 Court. Ideally for us it would be four-hour parking because some of the functions last more than  
52 two hours. We also host musical events. We're open to discussion on that point."

53

54 Ald. Pogreba called three times for anyone else wishing to speak in favor of allowing parking on  
55 the West side of Critter Court and closed that portion of the hearing.

56

57 Jarrod read into the record a letter from Dr. Jon Feist, DDS, 831 Critter Court, Onalaska: "My  
58 name is Jon Feist. I own the building at 831 Critter Court and have my dental practice there.  
59 There are four business suites housed in the building. I have several major concerns about the  
60 proposed change. After working there for almost 12 years, I've seen several situations that  
61 would have been disastrous if there were cars parked on either side of the street. It appears that  
62 the discussion is concerning allowing parking on the west side of the street, but I will comment  
63 on parking regarding either side. Delivery, semitrailers and trucks often pull down the street  
64 and back up into our lots – upper 831 and lower 831 – as well as the corner lot on a daily basis.  
65 Allowing cars to park on either side of the street dangerously narrows the street for  
66 maneuverability and would definitely put vehicles parked there at risk, especially during the  
67 winter months with the plowed surface further reducing the width of the usable roadbed. Just  
68 past the upper 831 lot apron the road becomes quite slippery and is extremely slippery during  
69 the winter months. In fact, there have been instances of vehicles sliding sideways down the road  
70 as well as being unable to drive up the road. Employees have had to leave their cars overnight  
71 due to slippery conditions. It's hard to imagine that a car parallel parked on the slanted portion  
72 of the road would not experience great difficulty maneuvering out of a parking spot from a dead  
73 stop with the front wheels cranked over without the possibility or probability of an accident.

74

75 Springbrook Assisted Living Center is located just past the steep portion the road. There are  
76 frequent emergency vehicles travelling up and down Critter Court to aid those living there.  
77 Added parking vehicles to the sides of the road seems to unnecessarily encumber their travel  
78 while adding only a small number of parking places. There are three parking lots on the east  
79 side of the street from the corner of South Kinney and Critter Court in close sequence. The first  
80 is 801 Critter Court; the second is upper 831 Critter Court; and the third is the lower 831  
81 Critter Court lot. Traffic into and out of these lots is continuous throughout the day with patrons  
82 of businesses there. Cars surrounding the corner from South Kinney heading down Critter

**Board of Public Works  
of the City of Onalaska**

Tuesday, August 5, 2014

3

83 Court are usually accelerating or often making a wide turn. Parked cars on the west side of the  
84 street would have the effect of directing traffic even more toward or past the center of the  
85 roadway. The cars leaving our lot on upper 831 would be negatively impacted by oncoming  
86 traffic by allowing parking on the opposite side of the street. With the Gundersen Clinic campus  
87 directly across the street, I am absolutely certain that the bulk of the cars parked in the proposed  
88 area on Critter Court will be those of Gundersen employees. It is my understanding that they  
89 have their own parking lots and a parking ramp that was supposed to be built to house all their  
90 vehicles. But the ramp is too far for the workers in the building back in Critter Court, and their  
91 adjacent lot is full early in the work day. It makes more sense for Gundersen to build another  
92 ramp or lot on the several football fields of empty land between the clinic proper and the  
93 administrative outbuilding bordering Gundersen Drive than to jeopardize the safety of drivers  
94 using Critter Court on a daily basis.

95

96 In summary, I stand completely opposed to the change of the current parking restrictions on  
97 Critter Court on the basis of preserving safety for employees and patrons of my business and the  
98 businesses located at my buildings. The limited number of added parking spaces will not be of  
99 benefit for our building's use and definitely poses unnecessary safety concerns. Sincerely, Jon  
100 W. Feist, DDS."

101

102 Ald. Pogreba called three times for anyone else wishing to speak in opposition of allowing  
103 parking on the West side of Critter Court and closed the public hearing.

104

105 In response to a question by Ald. Pogreba, Jarrod said Critter Court is 37 feet wide – back-of-  
106 curb to back-of-curb – and there is 32 feet of pavement.

107

108 Jarrod noted he had included in board members' packets copies of Board of Public Works  
109 meetings minutes from November 30, 2004, January 3, 2006, as well as the minutes from the  
110 February 14, 2006 Common Council meeting. Jarrod said a no-parking policy on the west side  
111 of Critter Court was instituted in 2004, and a no-parking policy on the east side of Critter Court  
112 was instituted in 2006 because motorists were parking their vehicles in front of driveways.  
113 Jarrod said he included the meeting minutes to serve as context as to why parking is prohibited  
114 on Critter Court. Jarrod added the concerns raised by Dr. Feist also were in the past by other  
115 individuals.

116

117 Ald. Pogreba said allowing four-hour parking possibly would be better, but also said employees  
118 of the businesses in the vicinity might move their vehicles during their lunch break.

119

120 In response to a question by Ald. Pogreba regarding allowing three-hour parking, Jarrod said he  
121 believes the City of Onalaska only hours parking for two hours or less. However, Jarrod also  
122 said this does not mean the city cannot allow three-hour parking.

123

124 Ald. Bialecki said, "What I'm hearing from Dr. Feist is the same things that were echoed 10  
125 years ago and eight years ago, and he's very believable. I worry about that, and yet I do admire  
126 the fact that you [Springbrook Assisted Living] have done well there. In fact, you've enhanced  
127 your programs ... Yet I worry about these concerns here on that west side. Last month I think  
128 we had talked that if we had parking on both sides it would not be an issue in particular in the  
129 winter months for public safety vehicles."

130  
131 Fire Chief Dominick said, "The concern as far as our accessibility to that area is it's going to be a  
132 unique access point to the new addition. It will actually be a lawn area. It's a geotech surface  
133 that will support our ladder truck for rescue. That's going to have to be 80,000 pounds. I've  
134 talked to their architect several times. The biggest concern that I would have is coming down  
135 Critter Court to make that turn. With the aerial device we would need a minimum of a 42-foot  
136 radius."

137  
138 Ald. Pogreba asked Jarrod if the proposal is to eliminate the no-parking rule down to the cul-de-  
139 sac.

140  
141 Jarrod said it is typical not to allow parking in a cul-de-sac.

142  
143 Ald. Pogreba asked how many feet would be lost by allowing parking on one side of Critter  
144 Court.

145  
146 Jarrod said 8-foot parking lanes are typical, but noted part of this is located in the curblane.  
147 Jarrod said, "With most city streets, you'll find if you have parking on one side and you get two  
148 cars that meet you can still pass one another except during winter conditions. It does get tight  
149 during winter. You have to slow down and be careful. During summertime for sure you can get  
150 two cars to pass with one car parked on one side. ... The one thing that I just, depending on what  
151 you did with the number of hours, I think if you do anything more than allowing parking for  
152 more than two hours, the reality of the plight out there is no one from Springbrook is ever going  
153 to park there. It's going to be the Gundersen employees. If you allow four-hour parking they're  
154 going to come out at lunch or they're going to come out during their break and they're just going  
155 to move their car around and you're just never going to get ... It just isn't going to happen. If  
156 you do two-hour parking, now it becomes an enforcement issue. It's like downtown parking.  
157 Unless it gets enforced, once they figure out if it's not getting enforced, then it's going to be [a  
158 situation where] we have to have a patrol officer go out there and enforce the two-hour parking."

159  
160 Ald. Bialecki said he admires the program growth at Springbrook and stated he is a strong  
161 advocate for off-street parking to accommodate the growth. However, Ald. Bialecki also stated  
162 he is concerned about allowing off-street parking due to the arguments expressed in Dr. Feist's  
163 letter as well as the arguments that have been expressed by others in the past.

164

**Board of Public Works  
of the City of Onalaska**

Tuesday, August 5, 2014

5

165 Motion by Ald. Bialecki, second by Fred, to deny a request to allow off-street parking on the  
166 West side of Critter Court.

167

168 On voice vote, motion carried.

169

170 **Item 5 – Review and consideration of Well #9 reconstruction, including:**

171

172 A. Presentation by Strand Associates

173

174 Jarrod said Strand Associates representative Andy Mullendore, the lead design engineer on the  
175 Well #9 project, is in attendance tonight and noted the city had approved the Well #9 redesign to  
176 include filtration for iron and manganese removal. The preliminary design was approved this  
177 past spring for a total of \$32,900. Jarrod said, “We’re at the point now where when we did our  
178 RFP we requested that the consultant come back in and update us where they’re at and we would  
179 make a decision whether we would go forward with final design. If we do go forward with final  
180 design, it does not necessarily mean that it’s going to get built. It just means we get the final  
181 design done and we will expend funds on that, but we would have a better cost estimate and we  
182 would know some other things that we’re going to go over later such as safe drinking water, loan  
183 programs and rate impacts that would coincide with this process to get the work done.”

184

185 Jarrod noted that Well #9 has presented problems for several years. Well #9 was installed in  
186 1988, and the city started adding polyphosphates to the well in approximately 1992 due to  
187 staining that was occurring in the southern part of the community. Jarrod said well treatments  
188 such as acid-bursting and chlorine-shocking have been performed with no success. Jarrod  
189 referenced a map displaying the western half of the city and pointed out Well #s 7, 8 and 10.  
190 Jarrod noted that Well #9 is located near Interstate 90 in the southern area of the city.

191

192 Jarrod said, “The reason this becomes relevant is that if we wanted to abandon this well and drill  
193 a new well in the north end of the city where we appear presently to have very good water  
194 quality, we’d have to hydraulically push that water to the east and it’s even off the map here  
195 toward the mall. It just gets down to the fact that we really wanted to show this slide to begin  
196 with. ... It just goes to show that we need to have a well on that side of the city. Also, if you  
197 remember from our presentation from the 2013 water study, we have enough supply if we keep  
198 all four of these wells for hopefully the next 20 years without any new usages coming in.”

199

200 Andy noted that the iron and manganese levels at Well #9 exceed the current water quality  
201 limits, as the iron levels range from 0.34 to 0.52 (standard is 0.30), and the manganese levels  
202 range from 0.06 to 0.41 (standard is 0.05). Andy said elevated levels of iron and manganese  
203 typically are not considered a health hazard, but rather it’s a matter of aesthetics as there is  
204 staining of fixtures and laundry, discolored water, taste and odor, and plugging of lines. Andy  
205 noted the usage of Well #9 has been curtailed. As a result, the system is limited operationally

**Board of Public Works  
of the City of Onalaska**  
Tuesday, July 1, 2014

I

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:30  
2 p.m. on Tuesday, July 1, 2014. It was noted that the meeting had been announced and a notice  
3 posted at City Hall.

4  
5 Roll call was taken with the following members present: Ald. Jack Pogreba, Financial Services  
6 Director/Treasurer Fred Buehler, Ald. Jim Bialecki, City Engineer Jarrod Holter

7  
8 Also Present: Assistant City Engineer Kevin Schubert, Ald. Erik Sjolander, Ald. Bob Muth,  
9 Parks and Recreation Director Dan Wick, Buildings Manager Brian Babash

10  
11 Excused Absence: Mayor Joe Chilsen

12  
13 **Item 2 – Approval of minutes from previous meeting**

14  
15 Motion by Ald. Bialecki, second by Jarrod, to approve the minutes from the previous meeting as  
16 printed and on file in the City Clerk's Office.

17  
18 On voice vote, motion carried.

19  
20 **Item 3 – Public Input (limited to 3 minutes/individual)**

21  
22 Ald. Pogreba called for anyone wishing to provide public input.

23  
24 **Tina Antony, Housing Manager at Springbrook Assisted Living**  
25 **861 Critter Court**  
26 **Onalaska**

27  
28 "What we have on the agenda tonight is to allow parking on Critter Court rather than just in our  
29 parking lot. What Springbrook has done is we've opened our facility to be more of a community  
30 building rather than just an assisted living facility. We offer space to the Onalaska Park and Rec  
31 yoga program four days a week. We also have over 200 visits a month from the area Warm  
32 Water Therapy Club because we have the only therapy-certified pool in the area that is 92  
33 degrees. We also offer our facility to the Coulee Region Memory Café that offers support to  
34 caregivers to those with Alzheimer's. That offers space to about 20 to 25 people per month. We  
35 also have partnered with Welshire Capital, and they offer their eldercare workshops every other  
36 month. They host about 35 people at that time, and it's twice per week each month. We really  
37 are in need of some additional parking. Our thought is to have parking on the far side of the  
38 street so it won't interfere with incoming and outgoing emergency vehicles. It's a dead-end  
39 street, it's a wide street and we'd really like that to happen. Your consideration is appreciated."

40  
41 Ald. Pogreba called three times for anyone else wishing to provide public input and closed that  
42 portion of the meeting.

Reviewed 7/2/14

**Board of Public Works  
of the City of Onalaska**

Tuesday, July 1, 2014

2

43

44

**Consideration and possible action on the following items:**

45

46

**Item 4 – Review and consideration of altering parking restrictions along Critter Court**

47

48

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83

Jarrold said Springbrook Assisted Living is requesting the alteration of the parking restrictions along Critter Court. Jarrold noted that board members' packets include the minutes from the November 30, 2004 Board of Public Works meeting when parking was prohibited on the west side of Critter Court. Board members' packets also include the minutes from the January 3, 2006 Board of Public Works meeting when parking was prohibited on the east side of Critter Court. Jarrold noted parking was prohibited on the east side of the road due to difficulties with the driveways. Jarrold told board members there was an individual with a boat who wished to visit a Springbrook resident, but could not park his vehicle near the facility.

Jarrold said, "In looking at this, part of the reason that no parking went on the west side of Critter Court during 2004 is because of the Gundersen Lutheran Administrative Center that sits right next to Critter Court. The parking lot they have next to it fills up very fast, so what happens is Critter Court becomes preferred parking for those individuals who work there. And being that's a public street, we can't control who parks there. With that, I guess I don't have any objection to opening up parking on the west side of Critter Court. But in talking to Alderman Muth, [he] came up with a good suggestion: If we would open it up we should have two-hour parking. But if we did open it up to two-hour parking, then it would need enforcement because the individuals who work at the administrative center would probably park it full. If we just allowed it for parking all day long those employees will probably get those spaces before anyone early in the morning. They would fill those spaces on the street before they would have a chance to use them at Springbrook. I think the road width there is 37 feet wide. I would not support parking on both sides, but I think if we allow parking on the west side there are no driveways over there, and I think the emergency vehicle access would still be able to get down into that area if we did have a situation."

Ald. Bialecki asked Jarrold to ask Fire Chief Don Dominick if he believes his vehicles would have sufficient room to maneuver. Ald. Bialecki also asked if there would be sufficient room to maneuver if there was snow removal and emergency vehicles.

Jarrold said there would be 33 feet of clearance on a 37-foot street. Seven feet would be lost to a parking stall, and 26 feet would remain. Jarrold said, "Even if you lose a couple of feet to the snowbank and the curblin you should still have two, 12-foot passable lanes for two vehicles meeting on there."

Ald. Pogreba said he also was going to suggest limiting parking on Critter Court to two hours and said he wants to examine how this would be enforced. Ald. Pogreba said he believes \$15

**Board of Public Works  
of the City of Onalaska**

Tuesday, July 1, 2014

3

84 citations are issued to individuals who exceed the time limit and stated he believes employees  
85 who receive citations would understand not to park there. Ald. Pogreba asked if perhaps a public  
86 hearing should be held on the matter.

87

88 Jarrod said this can be done if the board so chooses.

89

90 Ald. Pogreba asked Tina if she believes a two-hour parking limit would be sufficient for  
91 individuals who visit Springbrook.

92

93 Tina said she believes a two-hour parking limit would be sufficient, but added both she and  
94 Springbrook representatives are hoping to allow staff to park on Critter Court. Springbrook  
95 employees work eight-hour shifts. Tina said Springbrook hopes the city will allow parking from  
96 6 a.m. until 10 p.m. and noted there are approximately 10 to 15 employee vehicles present from  
97 6 a.m. until 4 p.m. Tina said staff would be told to park on the street beginning at 6 a.m., and  
98 also at 2 p.m. for the employees working a later shift. Tina noted public visitors might spend  
99 more time parking on the street than is allowed and said it is up to the board to decide what is  
100 appropriate.

101

102 Fred said he is unsure how many vehicles could park from Springbrook to close to the end of the  
103 cul-de-sac on Critter Court. Fred said he does not believe anyone will park in this area if  
104 Gundersen is his or her destination.

105

106 Jarrod noted several employees park in the ramp and said, "It's fine to open it up for parking all  
107 the time, but I have a feeling they're going to beat the Springbrook people to those spots. I think  
108 that's the reality of it."

109

110 Ald. Pogreba asked what would happen if Springbrook's employees carpool from the ramp to  
111 Springbrook. Doing so would perhaps alleviate some of the congestion.

112

113 Fred said he favors a two-hour parking limit on one side of Critter Court as long as it is enforced.

114

115 Jarrod said he favors opening parking on the west side of Critter Court and that the board must  
116 determine how long motorists will be allowed to park.

117

118 Motion by Ald. Pogreba, second by Ald. Bialecki, to hold a public hearing regarding altering  
119 parking restrictions along Critter Court.

120

121 On voice vote, motion carried.

122

123 Fred told Jarrod this item likely will need to be placed on the July 8 Common Council meeting  
124 agenda.

125  
126 Ald. Pogreba said the public hearing will be held at the August 5 Board of Public Works meeting  
127 if the Common Council approves this item on July 8.  
128

129 **Item 5 – Review and consideration of no parking rule on State Trunk Highway 35/Second**  
130 **Avenue North from Locust Street to Poplar Street**

131  
132 Jarrod noted board members’ packets include a map that outlines the area of proposed no  
133 parking. Currently there are no parking regulations in effect on 2<sup>nd</sup> Avenue/STH 35 up to Locust  
134 Street, and also beyond Poplar Street. Jarrod said that when STH 35 was redesigned and  
135 installed by the Wisconsin Department of Transportation the option was to install the center-left,  
136 two-way left-turn lane. This was done for safety reasons. The State of Wisconsin mandates that  
137 a bicycle lane be added through state statutes. Jarrod noted it was at this time discussions had  
138 taken place as to whether or not to add parking. Jarrod also noted the State of Wisconsin  
139 informed him the city would have to add parking at its expense. In addition, more right-of-way  
140 would have been required. Jarrod said this was cost-prohibitive, so no parking was added to the  
141 street. Jarrod said that while there have been few difficulties he wants to ensure that it is clearly  
142 stated there is no parking on 2<sup>nd</sup> Avenue North/STH 35 from Locust Street to Poplar Street.  
143

144 In response to a question by Ald. Pogreba, Jarrod said there are no rules stating that a public  
145 hearing must be held, stating, “Typically we do if we think it’s something new, but I think this  
146 was hashed over when we did the whole public input on [STH] 35. We actually sent letters out  
147 to the people asking the residents if they wanted parking and if they would be willing to pay for  
148 it as an assessment.”  
149

150 In response to a question by Fred, Jarrod said the area in question is not physically capable of  
151 handling parking on the street as it currently is.  
152

153 Motion by Fred, second by Jarrod, to forward to the Administrative and Judiciary Committee a  
154 no-parking policy on State Trunk Highway 35/Second Avenue North from Locust Street to  
155 Poplar Street.  
156

157 On voice vote, motion carried.  
158

159 **Item 6 – Review and consideration of boiler replacement at Omni Center with associated**  
160 **professional design services**

161  
162 Jarrod said the existing Arena No. 1 boiler at the Omni Center sits in front of the building, and  
163 also sits with an outside entrance that comes in to the boiler room. The boiler was installed with  
164 the Omni Center and now is more than 20 years old. Jarrod said the boiler has reached the end  
165 of its useful life, is not functioning properly and was not installed properly. Jarrod described the

## 2004/2006 Meeting minutes

**Board of Public Works  
of the City of Onalaska**  
Tuesday, November 30, 2004  
15

589

590 Ron noted that one of the graves had settled and that Les Wing had filled the area.

591

592 Ron reported that estimates for removing the tree were secured. The cost to remove the tree  
593 would be \$480. The cost to remove the stump would be an additional \$200.

594

595 Ron said, "After looking at the tree, I think it should come down too. With that crack in it, a  
596 heavy wind at some point in time could cause it to split. And, if it were to fall over, we could  
597 damage a number of gravestones".

598

599 Ron stated that the bid was "a pretty good bid". Ron reported that the three service would  
600 dismantle the tree and that City crews would haul it away.

601

602 Motion by Ron Lund, second by Mayor Bialecki, to approve the request to remove a tree from  
603 the cemetery.

604

605 Under discussion, Mayor Bialecki requested that the tree that is to be removed should be  
606 replaced with another.

607

608 In response to a question from Mayor Bialecki, Fred reported that the cost to remove the tree  
609 would come from the cemetery fund.

610

611 On voice vote, motion carried.

612

613 Item 9 – No Parking on Marcou Road and Critter Court.

614

615 Ron referred the members to attachment #9, which is a map. Ron explained that the dark line  
616 represents the proposed "No Parking" area. There would be no parking on the east side of Marco  
617 Road from East Main Street up to Emerald Drive and on west side at the sharp corner near the La  
618 Crosse Country Club.

619

620 Ron reported that in 2003, at the public hearing relating to this project, the City had indicated to  
621 the residents that because there is no sidewalk, the City would designate the east side of the road  
622 as a pedestrian/bicycle path with no parking.

623

624 Ron reported that the project never had been started and the Country Club recently reminded the  
625 City about the No Parking signs.

626

627 Motion by Ron Lund, second by Mayor Bialecki, to approve no parking on Marco Road as  
628 indicated on Agenda Attachment 9.

629

630 Under discussion, Fred asked if the item would be sent on to Administrative & Judiciary

Reviewed December 8, 2004

**Board of Public Works  
of the City of Onalaska**  
Tuesday, November 30, 2004  
16

631 Committee in the form of an ordinance. Ron stated that is correct.

632

633 In response to a question from Fred regarding a portion of the area in question being outside of  
634 the City of Onalaska, Ron stated that a small portion of the no parking area would lie outside of  
635 the City limits. Ron indicated that this section is approximately ten feet long and if someone  
636 were to violate the no parking on that particular section, the City could not issue a citation.

637

638 Fred stated that the City Attorney must be advised of this. Fred said, "We can't be imposing a  
639 City ordinance on non-City property".

640

641 Ron suggested language in the ordinance that would state that the 'No Parking' applies to the  
642 area within the City of Onalaska.

643

644 Ald. Leathen asked what would be the cost of the project. Ron explained that the signs would be  
645 placed every 100 to 200 feet. The City would utilize any light poles or power poles available for  
646 posting the signs. Ron added that there would be an itemized accounting of the costs attached to  
647 the ordinance. Ron estimated that the cost of the project would be less than \$300.

648

649 In response to a question from Ald. Leathen, Ron reported that there is money in the budget for  
650 this project. Ron added that the project likely would not be completed in 2004.

651

652 On voice vote, motion carried.

653

654 Ron reminded that at the November 2004 meeting of the Board of Public Works there had been  
655 discussion of other possible No Parking areas, including Gundersen Drive. Ron noted that the  
656 Mayor also had suggested No Parking on South Kinney Coulee Road from Highway 16, past  
657 Gundersen Clinic and to Critter Drive. Ron stated that that area already is designated as No  
658 Parking.

659

660 Mayor Bialecki wished to clarify that he had been referring strictly to Critter Court.

661

662 Ron noted that there had been concerns raised regarding parking along Critter Court for the  
663 proposed office building. Ron noted that Critter Court is narrow.

664

665 Ron referred the members to a map, which indicates no parking on Critter Court on the west side  
666 and around the cul de sac.

667

668 Motion by Ron Lund, second by Mayor Bialecki, to approve a No Parking area on Critter Court  
669 as indicated on Agenda Attachment 10.

670

671 Under discussion, Mayor Bialecki stated that to continue to allow parking on both sides of Critter  
672 Court would have an adverse affect on public safety; particularly in the winter months.

Reviewed December 8, 2004

673  
674 Fred asked if the east side of the street would have to abide by alternate side parking regulations.  
675 Ron noted that there is off-street parking available for most of the east side. Ron added that  
676 there would be no parking on the east side on odd-numbered days.

677  
678 On voice vote, motion carried. Ald. Wulf was absent for the vote.

679  
680 Item 11 – Pay Estimates Mathy Construction Co., Fowler & Hammer, Davy Engineering,  
681 Wisconsin DOT, Viner Construction, and any other contractor/developer:

682  
683 **BOARD OF PUBLIC WORKS**  
684 **MONTHLY ESTIMATES**

685  
686 November 30, 2004

687		
688	<u>Contractor</u>	<u>Due this Estimate</u>
689		
690		
691	1. <b>COUNTRY ROADS CONST.</b>	
692	Misc. Concrete &	
693	Catch Basin Repair	
694	PO #8900	
695	Estimate #2 - Final	\$1,139.60
696		
697	2. <b>COUNTRY ROADS CONST.</b>	
698	Misc. Concrete Around	
699	City for Water Leaks	
700	PO #8902	
701	Estimate #3 – Final	\$1,765.12
702		
703	3. <b>COUNTRY ROADS CONST.</b>	
704	2005 Sidewalk	
705	Contract	
706	Estimate #3 – Final	\$10,246.71
707		
708	4. <b>COUNTRY ROADS CONST.</b>	
709	Misc. Concrete Work	
710	PO #8901	
711	Estimate #4 – Final	\$986.90
712		
713	5. <b>L.W. ALLEN</b>	
714	Gundersen Drive	

Reviewed December 8, 2004

**Common Council  
of the City of Onalaska  
Tuesday, December 14, 2004  
27**

1093

1094 G - No parking on Marcou Road, Critter Court, PH, and Gundersen Drive.

1095

1096 Motion by Ald. Leathen, second by Ald. Gonczy, to approve No Parking on Marcou Road,  
1097 Critter Court, PH and Gundersen Drive. On voice vote, motion carried five to zero. Ald. Wulf  
1098 was absent for the vote.

1099

1100 I - 5-year Capital Improvement Plan.

1101

1102 Motion by Ald. Leathen, second by Ald. Gonczy, to set pass on the 5-year Capital Improvement  
1103 Plan to public hearing, which is scheduled for January 4, 2005 at 6:30 p.m.

1104

1105 Under discussion, Mayor Bialecki noted that the improvement costs for S and Marcou Road are  
1106 included. Mayor Bialecki directed that, in advance of the public hearing, there should be more  
1107 detail on cost sharing, "That would be not just for Empire Screen, but also potential residents that  
1108 now live in that area that would choose to annex". Mayor Bialecki directed that, in advance of  
1109 the public hearing, more information should be gathered regarding grant opportunities.

1110

1111 Ald. Giese asked if the Common Council had received additional information regarding Capital  
1112 Improvements. Fred reported that on Friday, December 10, 2004, the members had received a  
1113 packet of information. The information in that packet is what is to be published in the Friday,  
1114 December 17, 2004 edition of the newspaper. The posting states that a public hearing will be  
1115 held on Tuesday, January 4, 2005 at 6:30 p.m. Fred noted that the packet also includes  
1116 information from Jason Gilman regarding potential grants.

1117

1118 Ron noted that he had distributed a report printed on 8.5" x 14" paper. This report includes  
1119 figures compiled by Jason Gilman regarding the potential cost to Empire, abutting residents and  
1120 the City of Onalaska. Ron reported that the Board of Public Works would consider how costs  
1121 could be divided.

1122

1123 On voice vote, motion carried.

1124

1125 J - Street light request for Wellington Greens.

1126

1127 Ald. Leathen reported that the residents of Wellington Greens have requested approval for the  
1128 installation of streetlights. A bid was received from Riverland Energy in the amount of \$800.

1129

1130 Motion by Ald. Leathen, second by Ald. Gonczy, to approve the request for streetlights for  
1131 Wellington Greens in the amount of \$800.

1132

1133 Under discussion, Ald. Gonczy asked from where would those funds come.

1134

295 YMCA property and one light pole that would abut the Eagle Storage addition.

296

297 Ron reported that he had contacted Bill Soper of the YMCA regarding the issue. Ron said,  
298 "Technically, if we do not have the improvement complete, it's difficult to assess somebody for  
299 it. So, what Bill Soper would like to see is – they don't have any problem with the assessment –  
300 but they'd like to see almost another assessment beyond the one they have now, which is for the  
301 sewer, the water, the street, etc.; just a brand new assessment that's called 'street lights'. When  
302 the lights come in with the final costs that they would be assessed for and they would be given a  
303 time period to pay that off in... I think it maybe is a good way to do this".

304

305 In response to a question from Fred, Ron explained that on Exhibit 8, the triangle represent  
306 existing lights and the circles represent proposed lights. Ron reported that the lights under  
307 consideration are those six lying on the right side of the exhibit. The seventh light (represented  
308 by a circle) was to have been installed by Riverland Energy but inadvertently was not completed.  
309 Riverland Energy will install that light at no cost.

310

311 Fred recommended that the City Attorney should review this issue with regard to setting  
312 precedence.

313

314 Ron reported that the YMCA would be willing to sign a waiver regarding public hearing for  
315 future assessments. This would allow the City to assess for the street lights when the final costs  
316 come in.

317

318 Motion by Ald. Gonczy, second by Mayor Bialecki, to table the item for 30 days to allow time  
319 for the City Attorney to review the issue. On voice vote, motion carried.

320

321 Item 9 -- No Parking:

322

323 A. Trade Place cul-de-sac.

324

325 Ron reported that an email was received from business owner on Trade Place. The email states  
326 that employees from adjacent businesses park on the street, which makes it difficult to enter or  
327 exit the driveway in the event of a snowfall. Ron referred to Exhibit 9, which indicates that part  
328 of the Trade Place cul-de-sac that is proposed for No Parking.

329

330 Ron suggested that a public informational meeting on the issue could be scheduled for the next  
331 Board of Public Works meeting.

332

333 Fred asked if it were correct that No Parking does not apply to cul-de-sacs. Ron stated that  
334 parking is allowed on cul-de-sac unless expressly prohibited. Fred asked if there were alternate-  
335 side parking on cul-de-sac. Ron explained that alternate side parking on cul-de-sacs is based on  
336 the house number.

337

338 Motion by Ald. Gonczy, second by Mayor Bialecki, to set a public information meeting for the  
339 next Board of Public Works meeting, regarding the parking issues at Trade Place, and to notify  
340 the abutting property owners of the meeting. On voice vote, motion carried.

341

342 B. East side of Critter Court.

343

344 Ron reminded that approximately 6 to 9 months ago, there had been a request for no parking on  
345 the east side of Critter Court. Ron explained that the professional building on Gundersen Drive  
346 does not have sufficient employee parking. Ron said, "What it appears is happening – according  
347 to Maury Mertz – is that these people don't want to walk over to the parking ramp, so they're  
348 looking for the closest place they can park, and that's ends up being Critter Court. And, what is  
349 happening now, because we restricted the parking on the entire west side and around the cul-de-  
350 sac on Critter Court, they are parking now on the east side of Critter Court. And they are parking  
351 so close to the driveway entrances to (the businesses) that now the dental office and the office  
352 people on Critter Court are complaining. This request is coming from John Sopher. He's  
353 somehow affiliated with those buildings on the east side".

354

355 Ron recommended holding a public information meeting at the next meeting of the Board of  
356 Public Works.

357

358 Fred noted that Critter Court is some distance from the parking ramp.

359

360 Ald. Gonczy stated that he has observed that there is a great deal of cars parked on Critter Court.  
361 Ald. Gonczy said, "That is jammed and that parking lot is jammed and you go over to our new  
362 \$6 million parking ramp and there's nobody in it. That was one of the reasons we did it now  
363 we're inconveniencing businesses that are over there. So, I kind of can see the point".

364

365 Fred responded, "I just want to make sure that we don't do like the high school and just move it  
366 from 'here' to 'here' to 'here'".

367

368 Ald. Gonczy said, "We shouldn't have built the ramp then, if we had all this street parking".

369

370 Fred noted that parking is not allowed on South Kinney Coulee Road.

371

372 Ald. Gonczy said, "We built them a ramp. Let them use the ramp".

373

374 Fred responded, "I totally agree. I just want to make sure we're not just moving the problem to  
375 another location".

376

377 Mayor Bialecki stated that he would like to hear Maury Mertz' comment on the subject. Mayor  
378 Bialecki said, "The original intent of that ramp was for the general public. Not their employees".

**Board of Public Works  
of the City of Onalaska**  
Tuesday, January 3, 2006  
10

379

380 Mayor Bialecki recommended that Maury Mertz be asked to attend the February 2006 meeting  
381 of the Board of Public Works and that Maury present the long-range parking plans for the  
382 Technology Center.

383

384 Ron reported that Maury has posted notices requesting that employees use the ramp, but  
385 Gundersen Lutheran has not power to force employees to use the ramp rather than parking  
386 elsewhere.

387

388 Ald. Leathen noted that Critter Court is a narrow road and parked cars can create a hazard. Ald.  
389 Leathen said, "I'm going to be strongly in favor of making it a No Parking zone. But, I think we  
390 need to go through the proper procedure there".

391

392 In response to a question from Fred, Ron confirmed that the businesses located on Critter Court  
393 have ample parking for their own use. Ron added that so many other cars are parking along  
394 Critter Court that it is difficult for business employees and patrons to enter and exit the  
395 driveways.

396

397 Motion by Ald. Gonczy, second by Mayor Bialecki, to set a public information meeting for the  
398 next Board of Public Works meeting, regarding the parking issues at Critter Court, and to notify  
399 the abutting property owners of the meeting. On voice vote, motion carried.

400

401 Item 11 – 2<sup>nd</sup> Avenue/State Trunk Highway 35 update and proposed meeting dates.

402

403 Ron reported that a meeting with the Wisconsin Department of Transportation is scheduled for  
404 January 18, 2006 from 11:30 a.m. to 3:00 p.m. at the Wisconsin Department of Transportation  
405 office on Mormon Coulee Road. The Department of Transportation has requested that Ron,  
406 Jason Gilman, Jarrod Holtér and any other interested City parties attend the meeting. The  
407 purpose of the meeting will be to discuss the intersection of Main Street and Second Avenue and  
408 the width of the street on Second Avenue north of Main Street.

409

410 Ron reported that a public hearing on the subject would be held in March 2006.

411

412 Ron stated that he would report on the meeting at the February 2006 meeting of the Board of  
413 Public Works.

414

415 Jarrod distributed to the members copies of comments from residents that attended that last  
416 informational meeting.

417

418 Item 12 – Possible control of mercury through the City wastewater collection system.

419

420 Ald. Leathen referred the members to Exhibit #12, which is a letter from the City of La Crosse

**Board of Public Works  
of the City of Onalaska**  
Tuesday, February 7, 2006

1

1 The Meeting of the Board of Public Works of the City of Onalaska was called to order at 6:32  
2 p.m. on Tuesday, February 7, 2006. It was noted that the meeting had been announced and a  
3 notice posted at City Hall.

4

5 Roll call was taken with the following members present: Ald. Bill Leathen, Public Works  
6 Director Ron Lund, Mayor Jim Bialecki, and Financial Services Director Fred Buehler. Assistant  
7 City Engineer Jarrod Holter also was present. Ald. Leathen noted that at the time of roll call,  
8 Ald. Gary Gonczy was attending another meeting and would join this meeting in progress.

9

10 Item 2 - Approval of minutes from previous meeting.

11

12 Motion by Ald. Leathen, second by Mayor Bialecki, to approve the minutes from the previous  
13 meeting as printed and on file in the City Clerk's Office. On voice vote, motion carried.

14

**Consideration and possible action on the following items:**

15

16

17

Item 3 – Public Hearing – Regarding No Parking.

18

19

A. Trade Place cul-de-sac.

20

B. East side of Critter Court.

21

22

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41

42

Ald. Leathen declared the public hearing open and called three times for anyone wishing to  
speak in favor of No Parking on the Trade Place cul-de-sac or on the east side of Critter Court.  
Hearing none, Ald. Leathen called three times for anyone wishing to speak in opposition to No  
Parking on the Trade Place cul-de-sac or on the east side of Critter Court. Hearing none, Ald.  
Leathen declared the public hearing closed.

Motion by Mayor Bialecki, second by Ald. Leathen, to ban parking on the Trade Place cul-de-  
sac as depicted in the drawing on display at this public hearing. On voice vote, motion carried.

Motion by Mayor Bialecki, second by Ald. Leathen, to ban parking on the east side of Critter  
Court as depicted in the drawing on display at this public hearing.

Under discussion, Ald. Leathen reported that he had spoken to the tenants of the dental clinic on  
Critter Court and that the tenants are in favor of No Parking on the east side of Critter Court.

On voice vote, motion carried.

Mayor Bialecki recommended that Agenda Items 4, 5, and 7 should be delayed until Public  
Works Director Ron Lund was in attendance. There was no objection.

Item 6— Pay Estimates: Wisconsin Department of Transportation, Mathy Construction Company.

Reviewed 2-10-06

757 Item 9 - BOARD OF PUBLIC WORKS:

758

759 A. No Parking.

760

761 1. Trade Place cul-de-sac.

762

763 Motion by Ald. Leathen, second by Ald. Wulf, to approve No Parking on Trade Place cul-de-sac.  
764 On voice vote, motion carried.

765

766 2. East side of Critter Court.

767

768 Motion by Ald. Leathen, second by Ald. Smith, to approve No Parking on the east side of Critter  
769 Court. On voice vote, motion carried.

770

771 B. S.E.H. presentation on Water System Report.

772

773 Ald. Leathen reported that S.E.H. has conducted a comprehensive review of the City's water  
774 system. Ald. Leathen said, "Basically, we are well set for the future. There are going to be some  
775 changes in the system to address some water age issues that the City has. That will be proceeding  
776 onward".

777

778 C. 2<sup>nd</sup> Avenue/State Highway 35 design options and Wisconsin Department of Transportation  
779 project agreement.

780

781 Motion by Ald. Leathen, second by Ald. Olson, to tentatively recommend the 2<sup>nd</sup> Avenue/State  
782 Highway 35 design options and the Wisconsin Department of Transportation project agreement  
783 contingent upon certain items such as the payback of the loan from the State of Wisconsin.

784

785 Under discussion, Mayor Bialecki noted that the State suggests that the City of Onalaska borrow  
786 money for the project for a short term -- perhaps six months -- before the State would reimburse  
787 the City. Mayor Bialecki reported that the City is requesting a date certain for repayment before  
788 the agreement is approved.

789

790 Mayor Bialecki reported that a correspondence had been received from La Crosse County  
791 requesting \$50,000 for the land plus \$25,000 towards another project. The \$25,000 project has  
792 been dropped at this time, but may come up again in the future. This will be acted upon at the  
793 Thursday, February 16, 2006 County Board meeting.

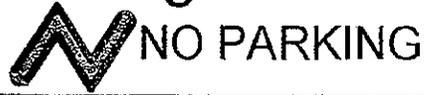
794

795 Fred noted that the Board of Public Works sent this item forward to the Common Council  
796 without recommendation.

797

798 Fred requested tabling the item.

# Proposed Removal of No Parking Restrictions



**KINNEY COULEE RD S**

**GUNDERSEN DR.**

**CRITTER CT**

City of  
**ONALASKA**



GIS Department

Map Designer: Joe Burdow  
Print Date: 2014  
Last Updated: Jan 2011  
Not to Scale

This map is to be used for  
reference purposes only  
Every effort has been made to make  
this map as accurate as possible.

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

**Agenda Item:**

**#7**

**Project/Item Name:**

**Great River Landing**

**Location:**

**2<sup>nd</sup> & Main Street**

**Requested Action:**

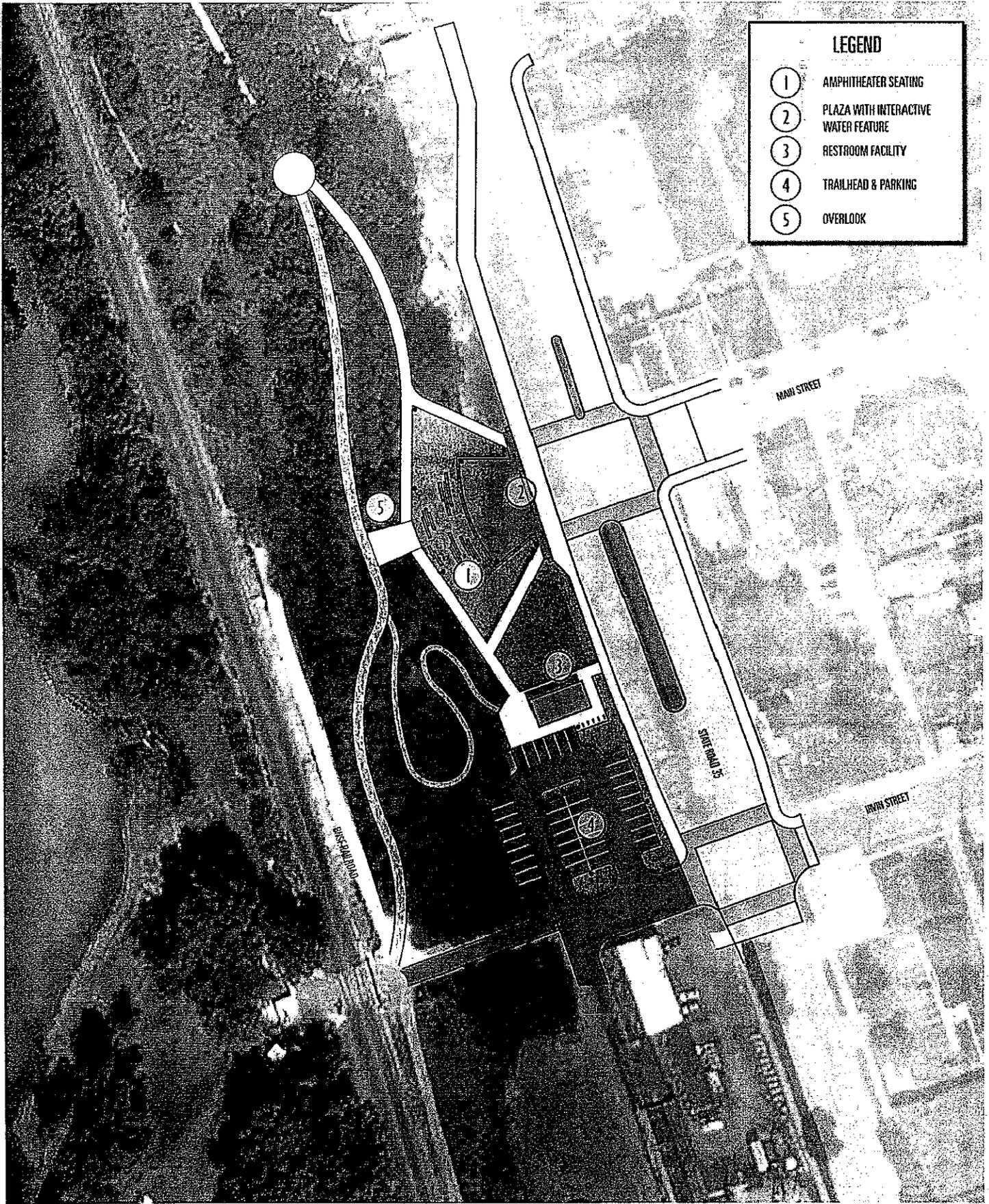
**Discussion on final design services and  
funding of project**

**Staff Report/Description:**

**Staff is recommending moving forward with  
final design of Phase I. Staff is anticipating  
bidding of the project in spring 2016 with  
construction in summer 2016 if final design  
is approved.**

**Attachments:**

**Proposed final design services proposal,  
Phase I cost estimate and Phase I map**



LEGEND	
1	AMPHITHEATER SEATING
2	PLAZA WITH INTERACTIVE WATER FEATURE
3	RESTROOM FACILITY
4	TRAILHEAD & PARKING
5	OVERLOOK

Building the Great River Landing



# GREAT RIVER LANDING PROJECT

## Funding Options for *Construction Phase I* of the Great River Landing Project

Updated: 09/22/2015

### A) Estimated Cost of Phase I Construction

\$ 2,750,000 Cost of Phase I

(\$ 346,000) Less WDNR Stewardship Grant Funding (Preliminary indications are favorable of grant award; we'll know by the end of October.)

**\$ 2,404,000 Amount Necessary for Funding Phase I Construction**

### B) Funding Options for Phase I

The following is a funding option recommended for discussion and consideration:

- Utilize a portion of the approximate \$1,595,234 million fund balance in the Special Projects Account. Suggestion to start discussion: utilize \$1 million from restricted fund balance.
- Utilize a general obligation bond for \$ 1.4 million. Annual debt service payments, approximated at \$100,000, would be made from annual Room Tax revenues.
- Utilize the WDNR Stewardship Grant to fund \$346,000. We'll know in late October about the grant award. If the grant is not awarded then the City would either have to:
  - Decrease the overall project budget by \$346,000.
  - Increase the amount from fund balance (from \$1 million to \$1,346,000) to maintain a \$2.75 million project total.
  - Increase the amount of the bond (from \$1.4 million to \$1,746,000) to maintain a \$2.75 million project total, which would increase the annual PMI to approximately \$122,000.

### C) Estimated Cost of Phase I Design

\$ 160,000 Total Estimated Cost

(\$ 100,000) Less funding from 2015 Capital Improvements Budget

**\$ 60,000 Amount Necessary to Complete Phase I Design**

### D) Overview of Phase I

The following components are planned to be part of Phase I:

- I) Grading of the Phase I project site – the block west of STH 35 including Irvin Street to Court Street, east of the railroad tracks, north of Irvin Street, to a bit north of Main Street. Retaining walls will be necessary in certain areas. An existing storm sewer will be moved to accommodate the project and stormwater treatment areas are planned to be created.
- II) A plaza off the terminus of Main Street with block/decorative concrete and a water feature is planned to be created, and the slope is planned to be seeded and terraced to accommodate grass & concrete benches. Concrete walkways are planned to connect the STH 35/ Main Street intersection with other areas of the project.

## *GREAT RIVER LANDING PROJECT*

---

- III) A trailhead building and asphalt parking lot is planned to be constructed. This would fulfill the City's obligation to the WDNR to rebuild a parking lot and trailhead following the 2006 ROW reconfiguration of Oak Forest Drive.
  - IV) An asphalt trail (ADA compliant) is planned to connect the trailhead/ parking lot area with the Great River State Trail and the concrete walkways extending off Main Street. The trail is also planned to continue and connect back to the Irvin Street railroad crossing, with an ADA compliant grade.
  - V) Amenities throughout the site are planned to include: pedestrian-scale lighting, benches, bike racks, railings adjacent to retaining walls, and landscaping. Signage identifying the trailhead is planned to be installed along STH 35.
  - VI) An overlook to the Black River on a section of required retaining wall is planned to be developed with decorative railing.
  - VII) The eastern segment of Irvin Street is planned to be reconstructed.
- Phase I is planned to be bid out in a manner that allows individual project components to be bid out as alternates, allowing the City to fund a project that offers the most benefit in relation to cost.
  - Concerns raised at the Community meeting in August will be taken into consideration during the final design of Phase I.



Building a Better World  
for All of Us™

June 1, 2015

RE: Agreement for Professional Services City of  
Onalaska Great River Landing Project 1.0 and  
1.1 with Alternates  
SEH No. P-ONALA 131178 14.00

Jarrold Holter  
City Engineer  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650

Dear Mr. Holter:

Thank you for the opportunity to provide you this proposal for the Great River Landing Project 1.0 and 1.1. This project is an important first step in implementing the roadmap that was outlined in the Building the Great River Landing project and was adopted by Common Council February 10, 2015. In particular, it is the first catalytic step in establishing the destination and identity at Main Street and Highway 35 and achieving the goal of "an active riverfront connected to a vibrant downtown" that was overwhelmingly supported during the three day charrette, subsequent 30% design and extensive discussion with the Waterfront Committee, Park and Recreation Board and Council. Furthermore, it achieves this broader goal while fulfilling the City's obligations with the DNR for Great River Trail trailhead development.

After meeting with you and Brea Grace we understand that a combined project 1.0 and 1.1 project scope is desirable and have provided you with the following scope of services and alternate design packages options as follows:

## **SCOPE OF SERVICE**

### **Task 1 Final Design**

Prepare final plans, specifications, and permits required to obtain regulatory agency approvals, necessary for the complete final biddable plans of a new Great River Landing Trail Head Facility. Review of plans and opinion of probable cost with the Project Team will be coordinated at approximately the 50% and 90% completion levels. Final plans and specifications will be prepared from the 30% design report as approved by City Council and include:

### **Base Bid Design Concepts**

#### **I. Architectural:**

This architectural task will demonstrate and incorporate any unique architectural features the City wants to include and incorporate the surrounding features of the Great River Landing needs utilizing a design/ workshop approach. Other architectural features will include blending the building and site layout features into the surrounding downtown area and choosing materials that are preferred by the community and City.

- a) Finalize design / layout of proposed building
- b) Meet with client to review and approve schematic building design (2 meetings)
- c) Preliminary Code Review of building

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 312 South 3rd Street, La Crosse, WI 54601-4007  
SEH is an equal opportunity employer | [www.sehinc.com](http://www.sehinc.com) | 608.782.3161 | 888.908.8166 fax

- d) Preliminary building construction cost estimate
- e) Upon approval of building layout and design, begin construction documents
- f) Generation of construction bid documents (drawings and specifications)
- g) Coordination with engineering trades on associated work for building as well as related site / project work.
- h) Building material selection
- i) Coordination and review of construction documents with owner.
- j) Code Review of building
- k) Submittal of completed construction documents to State of Wisconsin for plan review and approval.

Plumbing / HVAC / Electrical:

- l) Review system options and make recommendations
- m) Develop preliminary system layouts
- n) Assist with construction cost estimate
- o) Coordination of utilities
- p) Upon approval of preliminary design begin construction documents
- q) Finalize design of mechanical and electrical systems – generate construction bid drawings and specifications.
- r) Design exterior electrical system for pedestrian scale lighting for parking lot and trails for project 1.0 and 1.1.
- s) Prepare all necessary calculations.

Structural:

- t) Structural design of footings, foundations for trail head building.
- u) Structural review/design of interior building lintels, & roof truss system.
- v) Structural design of minor retaining walls along trail system and the temporary overlook retaining wall that will combine project 1.0 and 1.1 within the site development work matching grades for the future pedestrian bridge over the BSNF Rail Road. Soil borings and geotechnical report to be procured by the City of Onalaska and coordinated with design team.

*Subtotal \$52,500*

II. Civil & Storm Water Management

- a. Topographical survey will include Irvin Street, to the BNSF rail and bordered by STH 35 that were not completed during the preliminary design or that have significantly changed since.
- b. Coordinate soil boring locations with the City for direct procurement of up to eight soil borings.
- c. Site plan design will be considered our base bid design work for project 1.0 and 1.1 and is anticipated to include permanent parking facility, architectural building site work, interior trail paved and non-paved trail system (ADA accessible), and slope sloped lawn area within Main Street Plaza & Interactive Water Feature Design area and sloped lawn within Amphitheater Seating. This based bid will also include a new driveway entrance into the trail head parking area from Irvin Street and storm water management for the entire project.
- d. Coordinate one survey identification map showing the existing property lines for City, and WDNR properties in order for the City to finalize memorandum of understanding for ownership/lease agreement between the two parties.
- e. Architectural light poles will be the basis of electrical design. Multiple control panels will be coordinated with the electrical subcontractor and the architectural team to locate on or near the building.

- f. Coordination with on-site utilities including, electric, phone, cable, water, sanitary, storm water
- g. Storm water management for the entire site will include following the City of Onalaska's Storm Water Management Plan and WDNR administrative code. Final storm water permitting for water quantity and water quality will be submitted and approved for project 1.0 & 1.1 prior to bidding.
- h. Minor utility extension will be necessary to provide the new trail head facility with water and sewer laterals. All permitting will be submitted and approved for project 1.0 prior to bidding
- i. The City will hire MVAC to provide archeological and historical work separately from this contract. SEH staff will coordinate MVAC's work with our design activities and incorporate into the plans or specifications as necessary. City Staff will coordinated all permitting, submittals and approvals for project 1.0 prior to bidding.

*Subtotal \$37,000*

### III. Landscape Architecture

- a. Layout and materials for site walks, plazas and public spaces, including site development for hard and soft scape around proposed trailhead building and parking lot.
- b. Selection, location and specification of site furnishings and way finding on site only, including benches, bike parking, trash receptacles, site monument signage, trail directional/informational signage and interpretive panels at overlooks.
- c. Planting plans and details for public spaces, including lawns, street trees, ornamental trees and shrubs, perennial beds and grasses and restoration plans for natural areas within grading limits.
- d. Selection of exterior materials in collaboration with architect, including paving/hardscape, retaining walls, stone seating, railings, light fixtures (poles and bollards).

*Subtotal \$19,500*

### Alternate Design Concepts

#### IV. Main Street Plaza & Interactive Water Feature Design

- i. Selection of exterior materials including paving/hardscape, custom seating, water feature elements and associated landscape. Water feature is anticipated to be an interactive, zero-depth water feature with flush mounted nozzles
- ii. Coordinate review with architect, electrical and plumbing for utility design of water feature. Anticipated that water feature utilities will be provided from the trailhead building. Landscape Architect will provide product data on size and needs for all controllers, manifolds and other associated utilities for the water feature.
- iii. Develop layout, grading and planting plan, construction details and performance specifications for bidding as an alternate. Base bid is anticipated as graded for future plaza constructed or remain as existing conditions.
- iv. Additional civil and architectural plan sheets and detail coordination for concrete, saw cut patterning, color, placement, railings, and drainage to proposed utilities. This task will also include an additional Architectural Code review this new interactive space.
- v. Additional electrical, plumbing and HVAC design that will be completed simultaneously with the building mechanical systems.

*Subtotal \$28,900*

#### V. Shade Structure (Parking lot Canopy)

- i. Alternative design and selection of pre-fabricated custom shade structure. Provide options on design, size and materials.
- ii. Coordinate review with structural engineer for foundation design. Landscape Architect to provide detailed design size and materials of structure for structural review.

- iii. Develop layout plan, construction details and performance specifications for bidding alternate.
- iv. Structural review and layout of vendor shade structure foundation within the parking lot area. Additional coordination with vendor shade structure requirements. Provide one new plan sheet of foundation details and plan layout for bid package documents.

*Subtotal \$7,500*

**VI. Amphitheater Seating, Trail Linkages & Overlook**

- i. Selection of materials, layout and grading of amphitheater seating, trail connection walks and overlook railing.
- ii. Develop layout and grading plan, construction details and specifications for bidding as an alternate. Base bid is anticipated as sloped lawn or remain as existing conditions.
- iii. Additional civil and architectural plan sheets, details and coordination for trail linkages, benched grading plan and pedestrian accessibility. Stabilized soil structure support and vegetation will be important to

*Subtotal \$8,000*

Prepare four copies of a 50% and 90% complete set of plans specifications and opinion of probable cost, and construction schedule. Meet with the Project Team to review. Obtain the City's approval to proceed with bidding.

Provide the City with two (2) complete hard copy sets and one (1) electronic set of all final plans, specifications; bid documents significant reports, and correspondence. Submit plans and specifications to regulatory agencies for review and approval.

**Task 2 – Bidding Services**

1. Assist City with preparation of advertisement for bids, solicit/coordinate the bid process.
2. Prepare bidding forms, conditions of the contract, and the form of agreement between the Contractor and the City.
3. Participate in a pre-bid meeting with prospective contractors explaining the project concepts and goals and answering questions that come up.
4. Respond to bidders' questions and prepare addenda as necessary.
5. Attend bid opening and assist the City in evaluating the bids and recommending an award.

*Subtotal \$5,500*

**Task 3 – Construction Administration**

Construction administration, on site observation and building facility start up services will be negotiated with the City at a later date after a successful bid and recommendation of award is complete.

**Additional Services**

These services are not included in the estimated fee. If requested by the City, SEH will complete them on a time and materials basis at SEH's applicable employee rates at the time of request. All costs will be approved by the City before any additional services are performed.

1. Irvin Street rail road pedestrian crossing design
2. Certified survey map
3. Hazardous material investigations
4. Historical/archeological review

5. Operations & Maintenance Manuals
6. Grant Application or Administration of Grant
7. Soil boring and geotechnical report
8. Construction administration
9. Construction observation
10. As built drawings

### **Schedule**

Our experienced waterfront team can begin work on this project after the City has given notice to proceed with the services listed above.

#### **Description**

Kickoff Meeting  
Topographic Survey  
Architectural Workshop  
Public Informational Meeting  
Water Front Committee Design Update  
Final Design Review 50%

#### **Milestones 2015**

August  
August  
September  
October  
November  
December

#### **Description**

Final Design Review 90%  
Final Plans and Specs/Bidding

#### **Milestones 2016**

January  
February

### **Engineering Fees**

Our fees are based on an hourly basis for each task listed above. Each task will be approved by the City prior to proceeding to the next task. Tasks 1-2 listed above will not exceed those amounts unless authorized by the City. Task 3 can be negotiated with the City at a later date if a successful bid and recommendation of award is completed. The total of task 1-2 listed above as the base bid design concepts will not exceed \$114,500 including equipment and expenses. If alternate design concepts are chosen additional design fees will be added as listed above and will not exceed \$44,400. For a total project 1.0 and 1.1 cost not to exceed \$158,900

This Agreement for Professional Services, attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 08.03.11), Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

**Other Terms and Conditions:** Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:  
None.

We look forward to working with you and your staff on this important waterfront project. Please contact me at 608.782.3161 or e-mail [rsanford@sehinc.com](mailto:rsanford@sehinc.com) if you have any questions or if you need additional information.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.



Randy Sanford  
Principal | Office Manager

rjs

Attachments

**SHORT ELLIOTT HENDRICKSON INC**

By: \_\_\_\_\_  
Randy Sanford  
Title: La Crosse Office Manager |Principal

**CITY OF ONALASKA**

By: \_\_\_\_\_  
Joe Chilson  
Title: Mayor

By: \_\_\_\_\_  
Cari Burmaster  
Title: City Clerk



Date: 9/28/2015  
 SEH: ONALA - 129196

**PHASE I  
 BUILDING THE GREAT RIVER LANDING  
 ONALASKA, WISCONSIN**

**PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST**

Item	Unit	Total Quantity	Unit Cost	Total Cost
<b>50% CITY OF ONALASKA   50% WDNR, GREAT RIVER LANDING IMPROVEMENTS</b>				
EROSION CONTROL	LS	1	\$50,000.00	\$ 50,000.00
EARTHWORK (EXCAVATION)	CYS	825	\$5.00	\$ 4,125.00
EARTHWORK (FILL)	CYS	8500	\$12.00	\$ 102,000.00
ASPHALT TRAIL CONNECTIONS (ADA)	SFT	1000	\$5.00	\$ 5,000.00
CONCRETE WALK	SFT	3000	\$5.00	\$ 15,000.00
TERRACED GRASS BENCHES	LS	1	\$25,000.00	\$ 25,000.00
AGGREGATE TRAIL (LOWER)	SFT	3000	\$3.00	\$ 9,000.00
LIGHTING & ELECTRICAL DISTRIBUTION	LS	1	\$80,000.00	\$ 80,000.00
LANDSCAPING	LS	1	\$100,000.00	\$ 100,000.00
RETAINING WALL (FOR SNOWMOBILE SAFETY)	SFT	2750	\$35.00	\$ 96,250.00
RAILING (FOR RETAINING WALLS)	LFT	300	\$120.00	\$ 36,000.00
TURF   SOD	SYS	1500	\$6.00	\$ 9,000.00
STORM SEWER 42" PIPE	LFT	150	\$125.00	\$ 18,750.00
STORM PIPE SITE DRAINAGE (12" - 18")	LFT	200	\$40.00	\$ 8,000.00
STORM SITE DRAINAGE STRUCTURES	EA	1	\$1,500.00	\$ 1,500.00
STORMWATER MGMT FEATURE	LS	1	\$10,000.00	\$ 10,000.00
RETAINING WALL (FOR OVERLOOK/BRIDGE ABUTMENT)	SFT	2500	\$35.00	\$ 87,500.00
STONE SEATING IN GRASSED AREA	LS	1	\$35,000.00	\$ 35,000.00
<b>SUBTOTAL (50/50 SPLIT)</b>				<b>\$692,125.00</b>
100% CITY; Contingency (5%)				\$34,606.25
100% CITY; ENGINEERING(10%)				\$69,212.50
<b>TOTAL</b>				<b>\$795,943.75</b>



Date: 9/28/2015  
 SEH: ONALA - 129196

**PHASE I**  
**BUILDING THE GREAT RIVER LANDING**  
 ONALASKA, WISCONSIN

**PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST**

100% CITY OF ONALASKA FUNDED - TRAILHEAD & MARKET			
CONTRACTOR MOBILIZATION	LS	1	\$50,000.00
EARTHWORK (EXCAVATION)	CYS	600	\$5.00
EARTHWORK (FILL)	CYS	2000	\$12.00
SANITARY SEWER SERVICE PIPING AND CONNECTIONS	LS	1	\$5,500.00
SANITARY SEWER EXTENSION IN IRVIN	LS	1	\$4,500.00
WATER SERVICE PIPING AND CONNECTION	LS	1	\$6,500.00
TRAILHEAD BUILDING	LS	1	\$250,000.00
ASPHALT PARKING	SFT	16300	\$5.00
ASPHALT REMOVAL (IRVIN ROAD DIET)	SFT	2350	\$3.00
PARKING CURB	LFT	720	\$20.00
SHADE STRUCTURE	LS	1	\$100,000.00
CONCRETE WALK	SFT	5500	\$5.00
ASPHALT & RECONSTRUCTION OF IRVIN STREET	SFT	10000	\$6.00
AGGREGATE TRAIL	SFT	2350	\$3.00
RUSTIC STONE STAIRS	LS	1	\$35,000.00
LIGHTING	LS	1	\$65,000.00
ELECTRICAL DISTRIBUTION	LS	1	\$25,000.00
TURF SOD	SYS	5000	\$6.00
LANDSCAPE	LS	1	\$68,000.00
<b>SUBTOTAL</b>			<b>\$864,000.00</b>
Contingency (5%)			\$43,200.00
ENGINEERING (10%)			\$86,400.00
<b>TOTAL</b>			<b>\$993,600.00</b>



Date: 9/28/2015  
 SEH: ONALA - 129196

**PHASE I  
 BUILDING THE GREAT RIVER LANDING  
 ONALASKA, WISCONSIN  
 PRELIMINARY ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST**

100% CITY OF ONALASKA FUNDED		MAIN STREET PLAZA, SPRAY & LAWN		
CONTRACTOR MOBILIZATION	LS	1	\$90,000.00	\$ 90,000.00
STORM SEWER RELOCATION (42" PIPE)	LFT	100	\$125.00	\$ 12,500.00
STORM SEWER RELOCATION (MANHOLES)	EA	3	\$4,000.00	\$ 12,000.00
STORM PIPE SITE DRAINAGE (12" - 18")	LFT	300	\$40.00	\$ 12,000.00
STORM SITE DRAINAGE STRUCTURES	EA	4	\$1,500.00	\$ 6,000.00
EARTHWORK (EXCAVATION)	CYS	500	\$5.00	\$ 2,500.00
BENCH	LFT	150	\$350.00	\$ 52,500.00
SPRAY FOUNTAIN & UTILITIES	LS	1	\$200,000.00	\$ 200,000.00
SPRAY FOUNTAIN PAVING	SFT	4100	\$12.00	\$ 49,200.00
RETAINING WALL (FOR TRAILS)	SFT	1100	\$35.00	\$ 38,500.00
RETAINING WALL (FOR OVERLOOK/BRIDGE ABUTMENT)	SFT	2000	\$35.00	\$ 70,000.00
CULVERTS (FOR LOWER TRAIL)	LS	1	\$60,000.00	\$ 60,000.00
CONCRETE WALK	SFT	6000	\$5.00	\$ 30,000.00
AMPHITHEATER & STONE STEPS	LS	1	\$200,000.00	\$ 200,000.00
TURF   SOD	SYS	8000	\$6.00	\$ 48,000.00
<b>SUBTOTAL</b>				<b>\$835,200.00</b>
Contingency (5%)				\$41,760.00
ENGINEERING (10%)				\$83,520.00
<b>TOTAL</b>				<b>\$960,480.00</b>

**TOTAL PHASE I PROBABLE CONSTRUCTION TOTAL \$27,501,023.75**

# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

Agenda Item: #8

Project/Item Name: Omni Center Arena 1 Building Renovations

Location: Omni Center

Requested Action: Approval of Change Order #2 & #3

Staff Report/Description: Change Order #2 is for an addition of a floor drain and Change Order #3 is for extra work needed to flash and seal penetrations to existing rubber roof

Attachments: Change Order #2 & #3



September 8, 2015

Mr. Dan Wick  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650

Re: **Change Order No. 3**  
Onalaska Omni Center Arena 1 Building Renovations (Bid Package 2)  
Stevens File No. 900-14-208

Dear Mr. Wick:

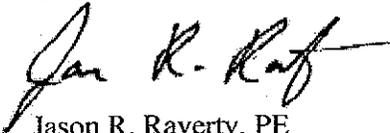
Enclosed is Change Order No. 3 for the Onalaska Omni Center Arena 1 Building Renovations (Bid Package 2) Project. This change order includes modifications to provide a floor drain near the existing backflow preventer and the new water heaters. The bidding documents were prepared on the basis that there was an existing floor drain under the existing refrigeration skid package as shown on the existing drawings.

We recommend the City accept this deduct change order in the amount of \$3,781.49.

Please have the first page of the change order signed and emailed back to me and I will distribute to the Contractor.

If you have any questions regarding this documentation or the project in general please feel free to call us anytime. Our office number is 651.436.2075.

Sincerely,  
STEVENS



Jason R. Raverty, PE  
Project Manager

C:

**Enclosures:** Change Order No. 3 with supporting documentation.

Date of Issuance: September 2, 2015

Effective Date: September 2, 2015

Project: Onalaska Omni Center Arena 1 Building Renovations (BP#2)	Owner: City of Onalaska	Owner's Contract No.: NA
Contract:	Date of Contract: May 13, 2015	
Contractor: Olympic Builders General Contractors	Engineer's Project No.: 900-14-203	

**The Contract Documents are modified as follows upon execution of this Change Order:**

**Description:**

Provide a floor drain in the refrigeration room near the existing back flow preventer and the new water heaters.

**Attachments (list documents supporting change):**  
Olympic Builders Proposal Request No. 2 pricing

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 123,803.00

Change from previously approved Change Orders  
No. 1 to No. 2:

-\$193.33

Contract Price prior to this Change Order:

\$ 123,609.67

Increase of this Change Order:

\$ 3,781.49

Contract Price incorporating this Change Order:

\$ 127,391.16

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): 10/9/2015

Ready for final payment (days or date): 10/30/2015

Change from previously approved Change Orders  
No. 0 to No. 0:

Substantial completion (days): NONE

Ready for final payment (days): NONE

Contract Times prior to this Change Order:

Substantial completion (days or date): 10/9/2015

Ready for final payment (days or date): 10/30/2015

Change from this Change Order:

Substantial completion (days or date): NONE

Ready for final payment (days or date): NONE

Contract Times with all approved Change Orders:

Substantial completion (days or date): 10/9/2015

Ready for final payment (days or date): 10/30/2015

RECOMMENDED:  
By: [Signature]  
Engineer (Authorized Signature)  
Date: 9/2/2015

ACCEPTED:  
By: \_\_\_\_\_  
Owner (Authorized Signature)  
Date: \_\_\_\_\_

ACCEPTED:  
By: [Signature]  
Contractor (Authorized Signature)  
Date: 9/2/15



August 28, 2015

email

Stevens  
2211 O'Neil Road  
Hudson, WI 546016

Attn: Jason Raverty

Re: Onalaska Omni Center  
255 Riders Club Road  
Onalaska, WI 54650

**PROPOSAL REQUEST NO. 2 - PRICING**

Provide Floor drain, open-site drain and all associated plumbing near water heater in the Refrigeration Room. See attached marked plans sheet and notes for our design.

Plumbing Contractor(attached)	Add	\$	2,750.00
5 % P & O	Add	\$	137.50
Demo concrete	Add	\$	255.00
Labor 7.5 hrs. @ \$69.65	Add	\$	522.38
15 % P & O	Add	\$	116.61
Total	ADD	\$	<u>3,781.49</u>

Sincerely,

A handwritten signature in black ink that reads "Justin Yahnke".

Justin Yahnke

Attachments

LMI

La Crosse Mechanical, Inc.  
Mechanical Contractor  
Plumbing • Heating • Process Piping  
1309 Norplex Drive, La Crosse, Wisconsin 54601  
Phone (608) 784-4430 Fax (608) 784-2320

August 28, 2015

Olympic Builders  
405 N. Star Road  
Holmen, Wisconsin 54636  
Attention: Justin

RE: Omni Center Onalaska  
Arena 1 Building Renovations BP2  
Onalaska, Wisconsin 54650

Justin,

Plumbing:

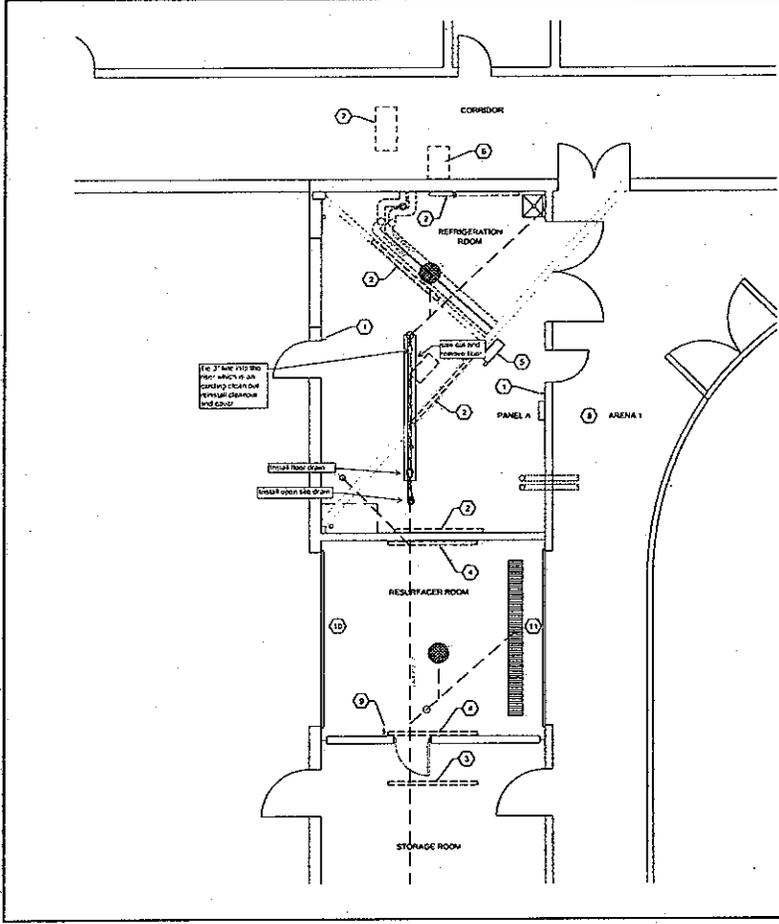
- Estimate for 4" floor drain and 3" open site drain to be added near new water heaters.

For The Sum Of: \$ 2,750.00

Respectfully,

  
James Romball

Revised	No.	Date	Description



- GENERAL NOTES:**
- COORDINATE THE ROUTING OF ALL WORK WITH OVERHEAD OBSTRUCTIONS.
  - TOUCH UP ALL SURFACE FINISHES DAMAGED BY CONSTRUCTION.
  - FIELD VERIFY ALL DIMENSIONS AND MATERIALS.
  - CLEAN ALL SURFACES AFTER WORK IS COMPLETED. REMOVE ALL DEBRIS, SCRAP, ETC.
  - PROVIDE LABOR, MATERIALS, EQUIPMENT, AND SERVICES NECESSARY FOR THE INSTALLATION AND COMPLETION OF THE ELECTRICAL WORK ASSOCIATED WITH ARENA 1 READING ROOM RENOVATION.
  - NEW WORK IS TO COMPLY TO THE NATIONAL BOARD OF FIRE UNDERWRITERS' LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE AND LOCAL CODES AND ORDINANCES.
  - DETAILS ARE REQUIRED FOR WORK.
  - DRAWINGS ARE DIAGRAMMATIC AND SHOW APPROXIMATE LOCATIONS. HAVE THE SITE AND BEFORE FINISHING WITH THIS WORK AND THE WORK OF OTHER TRADES PRIOR TO THE B.O.
  - DO NOT AND PATCH AS REQUIRED TO ACCOMMODATE ELECTRICAL INSTALLATION.
  - DEBRIS SHALL BE REMOVED DURING CONSTRUCTION ABOUT THE END OF THE PROJECT. EXCESS MATERIALS AND EQUIPMENT SHALL BE REMOVED FROM THE PROJECT COMPLETELY TO PREVENT DAMAGE.
  - MATERIALS PROVIDED FOR THIS PROJECT SHALL BE NEW, COMMERCIAL GRADE, FREE OF DEFECTS AND UNLISHED.
  - COORDINATE THE INSTALLATION OF ELECTRICAL WORK WITH TRADES OF OTHER TRADES.
  - ALL CONDUITS SHALL BE COPPER.

- KEY NOTES:**
- RE-CONFIGURE EXISTING LIGHT FIXTURE FOR SWAY OPERATION OF ALL EXISTING LIGHT FIXTURES IN REFRIGERATION ROOM. PROVIDE NEW CONDUITS AND CONDUITS AS NEEDED.
  - RE-CONFIGURE EXISTING LIGHT FIXTURE FOR SWAY OPERATION.
  - INSTALL AN UNDER LIGHT FIXTURE. CONNECT TO EXISTING CONDUIT AND CONDUITS AS NEEDED.
  - NEW LIGHT FIXTURE SHALL INCLUDE LIGHT FIXTURE, FOR FUNCTIONALITY. CHAMP WITH PROTECTIVE COVER. LABEL EXISTING LIGHT FIXTURES TO 24-24-VOLT-GER-SEE, MOUNT BOTTOM OF FIXTURE AS APPLICABLE.
  - EXISTING WORK CONNECTIONS FOR REFRIGERATION EQUIPMENT, FEEDER FROM REFRIGERATION EQUIPMENT, OTHERS IN THE PACKAGE.
  - PROVIDE EQUIPMENT CONNECTIONS AND CONTROL WIRING FOR NEW ROOM MOUNTED E.P.A. PROVIDE NEW SWAY CIRCUIT BREAKER AS LISTED PANEL, PROVIDE SWAY CONDUITS AND SWAY GROUND BY THE CONDUIT. VERIFY CONDUITS AND CONDUIT PER IFC.
  - PRELIMINARY CONDUIT, CONNECTIONS AND CONTROL WIRING FOR NEW ROOM MOUNTED E.P.A. PROVIDE NEW SWAY CIRCUIT BREAKER AS LISTED PANEL, PROVIDE SWAY CONDUITS AND CONDUITS PER IFC.
  - EXISTING AND EXISTING AIR QUALITY MONITOR. LOCATION TO BE DETERMINED BY CENTER IN CLOSE PROXIMITY TO AN EXISTING EQUIPMENT. LOCATED APPROXIMATELY TO SECTION 10/11.
  - NEW WORK FOR REFRIGERATION ROOM LIGHTS. VERIFY LOCATION WITH OWNER.
  - ALTERNATE NO. 1 - PROVIDE CONDUIT, CONNECTIONS AND CONTROL WIRING FOR NEW POWER OPERATED PARALLEL COILING BOOM.
  - ALTERNATE NO. 2 - PROVIDE CONDUIT, CONNECTIONS AND CONTROL WIRING FOR NEW POWER OPERATED COILING BOOM.

September 2, 2015

Mr. Dan Wick  
City of Onalaska  
415 Main Street  
Onalaska, WI 54650

Re: **Change Order No. 2**  
Onalaska Omni Center Arena 1 Building Renovations (Bid Package 2)  
Stevens File No. 900-14-208

Dear Mr. Wick:

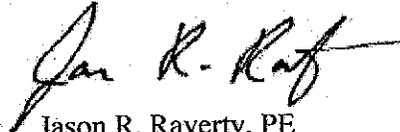
Enclosed is Change Order No. 2 for the Onalaska Omni Center Arena 1 Building Renovations (Bid Package 2) Project. This change order includes additional roofing work required to flash and seal the existing EPDM (rubber) roof to the new roof curb penetrations of the sloped roof over the existing refrigeration room. The bidding documents for the project were prepared on the basis of the roof being metal as shown on the existing building plans.

We recommend the City accept this change order in the amount of \$652.47.

Please have the first page of the change order signed and emailed back to me and I will distribute to the Contractor.

If you have any questions regarding this documentation or the project in general please feel free to call us anytime. Our office number is 651.436.2075.

Sincerely,  
STEVENS



Jason R. Raverty, PE  
Project Manager

C:

**Enclosures:** Change Order No. 2 with supporting documentation.

Date of Issuance: September 2, 2015

Effective Date: September 2, 2015

Project: Onalaska Omni Center Arena 1 Building Renovations (BP#2)	Owner: City of Onalaska	Owner's Contract No.: NA
Contract:	Date of Contract: May 13, 2015	
Contractor: Olympic Builders General Contractors	Engineer's Project No.: 900-14-203	

**The Contract Documents are modified as follows upon execution of this Change Order:**

**Description:**

Additional roofing work to flash and seal EPDM roof around new roof curb penetrations.

**Attachments (list documents supporting change):**  
Olympic Builders Request for Change Order

**CHANGE IN CONTRACT PRICE:**

Original Contract Price:

\$ 123,803.00

Change from previously approved Change Orders No. 1 to No. 1:

-\$845.80

Contract Price prior to this Change Order:

\$ 122,957.20

Increase of this Change Order:

\$ 652.47

Contract Price incorporating this Change Order:

\$ 123,609.67

**CHANGE IN CONTRACT TIMES:**

Original Contract Times:  Working days  Calendar days

Substantial completion (days or date): 10/9/2015

Ready for final payment (days or date): 10/30/2015

Change from previously approved Change Orders No. 0 to No. 0:

Substantial completion (days): NONE

Ready for final payment (days): NONE

Contract Times prior to this Change Order:

Substantial completion (days or date): 10/9/2015

Ready for final payment (days or date): 10/30/2015

Change from this Change Order:

Substantial completion (days or date): NONE

Ready for final payment (days or date): NONE

Contract Times with all approved Change Orders:

Substantial completion (days or date): 10/9/2015

Ready for final payment (days or date): 10/30/2015

RECOMMENDED:

By: Jan R. Ruff  
Engineer (Authorized Signature)

Date: 9/2/2015

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Date: \_\_\_\_\_

ACCEPTED:

By: [Signature]  
Contractor (Authorized Signature)

Date: 9/2/15

**Olympic Builders**  
GENERAL CONTRACTORS, INC.

August 24, 2015

email

Stevens  
2211 O'Neil Road  
Hudson, WI 546016

Attn: Jason Raverty

Re: Onalaska Omni Center  
255 Riders Club Road  
Onalaska, WI 54650

**New Roof Curbs - REVISED PRICE**

Installation of EPDM system after curbs are insalled. See email from 7/16/15 12:20pm

Interstate Roofing	Add	\$	900.00
4 Hours for not installing metal roofing into curb (Olympic Builders)	Deduct	\$	(278.60)
Subtotal		\$	621.40
5% P & O	Add	\$	31.07
Total Add		\$	652.47

Sincerely,



Bill Yahnke  
WY/cb

RFCD

# INTERSTATE ROOFING & WTP., INC.



N5544 Commerce Road  
ONALASKA, WISCONSIN 54650  
(608) 783-2106  
Fax (608) 783-1900

# PROPOSAL

No 511362

TO: Olympic Builders  
Attn: Justin Yahnke  
405 N Star Rd  
Holmen, WI 54636

PHONE	608-526-4622	DATE	7/28/2015
JOB NAME/LOCATION			
New Roof Curbs - Omni Center Onalaska, WI			

We hereby submit specifications and estimates for:  
Interstate Roofing & Waterproofing, Inc. disclaims any responsibility for asbestos below the roof.

All work per manufacturer's recommendations to maintain the existing roof warranty.

- Flash one 28" x 28" curb into the existing EPDM roof.
- Flash one 14" x 14" curb into the existing EPDM roof.
- ~~Flash two 26" long sleepers into the existing EPDM roof.~~
- ~~Flash two 56" long sleepers into the existing EPDM roof.~~

PRICE \$2,000.00

Deduct 4 hrs for not installing metal roofing into curb

Add

We Propose hereby to furnish material and labor -- complete in accordance with the above specifications, for the sum of: **\$900**  
Two thousand and no/100 dollars (\$ **2,000.00**)

Payment to be made as follows: Minimum service charge \$3.00. 1 1/2% Per month on unpaid balance after 30 days. (18% per annum)

This is to advise you that in furnishing labor or materials for the above listed job, Interstate Roofing & Waterproofing, Inc. will maintain construction lien rights on the property and will claim a lien to the extent of all unpaid invoices.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized Signature Justin R. Ley

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_  
Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

# STAFF REVIEW SUMMARY

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

Agenda Item: #9

Project/Item Name: Well #8 VFD

Location: Well #8

Requested Action: Discussion on VFD installation

Staff Report/Description: During summer of 2015 Well #8 experienced problems with the well shutting down unexpectedly. Flow fail detection was occurring because the motor soft starter was losing communications to the control panel. The 10 year old soft starter is starting to fail necessitating replacement. In looking at the soft starter replacement City staff started looking at the possible installation of a variable frequency drive. Staff solicited Strand Associates to give a proposal on costs for switch out of the soft start at Well #8 to a VFD. Staff will present the benefits of a VFD installation at the meeting.

Attachments: Construction and engineering cost estimate

## **Holter, Jarrod**

**From:** Zenz, Shane <Shane.Zenz@strand.com>  
**Sent:** Wednesday, September 30, 2015 4:03 PM  
**To:** Holter, Jarrod  
**Subject:** Wells No. 7, 8, & 10 VFD and Check Valve Replacement  
**Attachments:** Onalaska Well 7 OPC.pdf; Onalaska Well 8 OPC.pdf; Onalaska Well 10 OPC.pdf

Jarrod,

Attached are opinions of probable construction cost for the three wells. One thing I didn't think about until I was putting the cost estimate together is that the Utility Company would like to see 18 pulse VFDs on motors this big which increases the cost, size, and heat output of the VFD considerably. **THE ATTACHED ESTIMATES DO NOT INCLUDE 18 PULSE VFDs - I'M STILL WAITING FOR THOSE COSTS BUT WANTED TO GET SOMETHING TO YOU. I'LL SEND UPDATED COSTS AS SOON AS I RECEIVE THEM.** We also added costs at each well for a new split system for air conditioning. Steve mentioned that the wells get quite warm on hot days. One of the biggest killers of VFDs is heat so we included this in the construction cost. We can modify these costs as needed.

Our engineering fee for doing only Well No. 8 is \$31,000. Our engineering fee for all three wells is \$36,500. The engineering fee includes one site visit at 90% completion to review the plans and spec's with you as well as pickup any last minute information we may need. It also includes mechanical engineering time for the split system in addition to the time for electrical and piping modifications. If you would like, I can share the hours breakdown with you.

Hopefully I have gotten this to you in time to include with your packets. Give me a call if you need anything else.

Thanks much for the opportunity.

Shane

**Shane P. Zenz, P.E. | Senior Associate**  
Strand Associates, Inc. | 910 W. Wingra Drive, Madison, WI 53715 | [www.strand.com](http://www.strand.com)  
608/251-2129 x 1057 office | [shane.zenz@strand.com](mailto:shane.zenz@strand.com)

**Holter, Jarrod**

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**From:** Zenz, Shane <Shane.Zenz@strand.com>  
**Sent:** Wednesday, September 30, 2015 4:33 PM  
**To:** Holter, Jarrod  
**Subject:** Revised Construction Costs using 18 Pulse VFDs  
**Attachments:** Onalaska Well 7 18 Pulse OPC.pdf; Onalaska Well 8 18 Pulse OPC.pdf; Onalaska Well 10 18 Pulse OPC.pdf

Jarrod,

Attached are the revised estimates using 18 Pulse VFDs - considerably higher.

If we stay with Reduced Voltage Solid State Starters, the cost for Wells No. 7 and 8 is \$11,200 (each) and \$15,300 for Well No. 10. The down side to this is that we are stuck with the Cia-Valves. If we go this route we will get operation of the valves at Wells No. 7 and 8 wired so they work correctly.

Thanks,

Shane

**Shane P. Zenz, P.E. | Senior Associate**  
Strand Associates, Inc. | 910 W. Wingra Drive, Madison, WI 53715 | [www.strand.com](http://www.strand.com)  
608/251-2129 x 1057 office | [shane.zenz@strand.com](mailto:shane.zenz@strand.com)

**City of Onalaska (Well No. 8)**

**ITEM DESCRIPTION**

ITEM DESCRIPTION	COST	Quantity	Unit	Total Cost	REFERENCE
Piping Demp	\$1,250.00	1	Each	\$1,250.00	8 Hours at \$125 per Hour
Install Existing Meter - Mechanical Only	\$1,000.00	1	Each	\$1,000.00	6 Hours @ 125 per hour
Install 12-inch Swing Check Valve, Spool, Gasket Kits, and Megaflange	\$12,500.00	1	Each	\$12,500.00	Corner Quote, Price List off internet for Megaflange, RSI Means 2015 costs for labor and bolt kits
Paint	\$300.00	1	Each	\$300.00	
Allen Bradley Powerflex 753 300 Hp VFD	\$19,600.00	1	Each	\$19,600.00	Cost from LW Allen. Includes installation and new wiring diagram
Check valve limit switch	\$600.00	1	Each	\$600.00	Cost from LW Allen
Miscellaneous wiring	\$3,000.00	1	Each	\$3,000.00	
Install HVAC Unit run from ceiling	\$16,200.00	1	Each	\$16,200.00	Vendor Pricing + an install factor of 2
Install air cooled condensing unit	\$6,000.00	1	Each	\$6,000.00	Vendor Pricing + an install factor of 2
	\$0.00			\$0.00	
	\$0.00			\$0.00	
			Sub-Total	\$60,450.00	
			Contingency (25%)	\$15,112.50	
			Total	\$75,562.50	

City of Onalaska (Well No. 8)

ITEM DESCRIPTION

ITEM DESCRIPTION	COST	Quantity	Unit	Total Cost	REFERENCE
Piping Demo	\$1,250.00	1	Each	\$1,250.00	8 Hours at \$125 per Hour
Install Existing Meter - Mechanical Only	\$1,000.00	1		\$1,000.00	6 Hours @ 125 per hour
Install 12-inch Swing Check Valve, Spool, Gasket Kits, and Megaflange	\$12,500.00	1	Each	\$12,500.00	Corner Quote, Price List off Internet for Megaflange, RSMMeans 2015 costs for labor and bolt kits
Paint	\$300.00	1	Each	\$300.00	
Allen Bradley Powerflex 753 300 Hp 18 Pulse VFD	\$62,000.00	1	Each	\$62,000.00	Cost from LW Allen. Includes installation and new wiring diagram
Check valve limit switch	\$600.00	1	Each	\$600.00	Cost from LW Allen
Miscellaneous wiring	\$3,000.00	1	Each	\$3,000.00	
Install HVAC Unit hun from ceiling	\$16,200.00	1	Each	\$16,200.00	Vendor Pricing + an install factor of 2
Install air cooled condensing unit	\$6,000.00	1	Each	\$6,000.00	Vendor Pricing + an install factor of 2
				\$0.00	
				\$0.00	
			Sub-Total	\$102,850.00	
			Contingency (25%)	\$25,712.50	
			Total	\$128,562.50	



# **STAFF REVIEW SUMMARY**

## CITY OF ONALASKA BOARD OF PUBLIC WORKS

October 6, 2015

**Agenda Item:** #10

**Project/Item Name:** 2016 Capital Improvements budget

**Location:** Citywide

**Requested Action:** Discussion on proposed budget

**Staff Report/Description:** Attached is the proposed 2016 Capital Improvements budget. The budget will need to be cut to achieve an acceptable budgetary amount. The budget will be finalized at the November meeting. Public hearing will be held at the December meeting.

**Attachments:** Proposed 2016 – 2020 Capital Improvements budget

CITY OF ONALASKA  
 2016 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<b>L. Public Works Department</b>									
1. Sidewalk (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000
a. Repair Program	\$ -	\$ -	\$ -	\$ -	\$ 42,000	\$ 42,000	\$ -	\$ -	\$ 42,000
b. Well St in fill installation	\$ -	\$ -	\$ -	\$ -	\$ 43,000	\$ 43,000	\$ -	\$ -	\$ 43,000
c. Misc. In fill installation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2. Pavement Maintenance Program (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 375,000	\$ 375,000	\$ -	\$ 125,000	\$ 250,000
w/ La Crosse County Hwy Dept.								<i>Lax Chty</i>	
3. Railroad quiet zone study									
2nd Ave SW & Irvin St									
a. Design Study (2013 CIP #24)	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ 15,000	\$ -	\$ -
b. Construction (New)	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000	\$ -	\$ -	\$ 250,000
4. Street repaving - Holiday Heights (2015 Proposed #10)									
East Young Dr from West Young Dr - PASER 4.0	\$ -	\$ -	\$ -	\$ -	\$ 34,000	\$ 34,000	\$ -	\$ -	\$ 34,000
to Medary Lnc									
5. East Main St, Theater Rd Dr to Marcou Rd									
- mill & overlay (2014 Proposed #28) - PASER 3.0	\$ -	\$ -	\$ -	\$ -	\$ 723,000	\$ 723,000	\$ -	\$ -	\$ 723,000
6. Sanitary sewer combination cleaning truck	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 300,000
(2015 Proposed #14)									
7. Green Coulee Intersection Improvements									
at East Main St (2015 Proposed #16)									
a. Design	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ -	\$ -	\$ 100,000
1) Preliminary	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ -	\$ 200,000
2) Final	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**REVISED**

**CITY OF ONALASKA**  
**2016 Capital Improvement Projects - Proposed**

Meeting Dates:  
 BOPW-09-01-15  
 Revised 9-23-15  
 BOPW.

**L. Public Works Department (cont'd)**

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
8. Crossing Meadows Dr - pavement replacement - 12th Ave S to 1,200 feet east (2014 Proposed #20) PASER 3.0	\$ -	\$ -	\$ -	\$ -	\$ 182,000	\$ 182,000	\$ -	\$ -	\$ 182,000
9. Green St - reconstruction (2015 Proposed #19) 9th Ave to 10th Ave & Horman Blvd. PASER 2.0	\$ 74,000	\$ 98,000	\$ 50,000	\$ -	\$ 230,000	\$ 452,000	\$ -	\$ -	\$ 452,000
10. Fern St reconstruction, 3rd to 4th (NEW) PASER 2.0	\$ -	\$ -	\$ 28,000	\$ -	\$ 94,000	\$ 122,000	\$ -	\$ -	\$ 122,000
11. Green Coulee Water High Service Zone Improvements (NEW)	\$ -	\$ 250,000	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
12. Public Works Facility - epoxy floor coating (2015 Proposed #21)	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ 20,000	\$ 80,000	\$ 80,000	\$ -	\$ -
13. Coachlite Subdivision - repaving (2015 Proposed #22) GrandView Blvd, Fairway Ct, Coachlite Ct N, Kevin Ct, & Coachlite Ct S PASER 2.0	\$ -	\$ -	\$ -	\$ -	\$ 325,000	\$ 325,000	\$ -	\$ -	\$ 325,000
14. Sand Lake Rd reconstruction (NEW) Redwood St to Riders Club Rd a. Design (2016) b. Construction (2017)	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
15. King St reconstruction (2015 Proposed #25) 5th Ave N to 6th Ave N & 6th Ave N reconstruction - Main St to Monroe St PASER 3.5	\$ 22,000	\$ 46,000	\$ -	\$ -	\$ 196,000	\$ 264,000	\$ -	\$ -	\$ 264,000

2015 CIP SWR (#17) \$20,000  
 2015 CIP WTR (#33) \$20,000  
 2015 CIP SW (#1) \$20,000  
 2015 CIP GF (#17) \$20,000

CITY OF ONALASKA  
 2016 Capital Improvement Projects - Proposed

	<u>Sanitary Sewer</u>	<u>Water</u>	<u>Storm Sewer</u>	<u>Tourism</u>	<u>General</u>	<u>Total Cost</u>	<u>Less Amount Already Bonded</u>	<u>Less Amount Other Sources</u>	<u>Amount Needed by Borrowing</u>
<u>L. Public Works Department (cont'd)</u>									
16.		\$ -	\$ -	\$ -	\$ 90,000	\$ 90,000	\$ -	\$ -	\$ 90,000
	16. 2nd Ave/STH 35 crosswalk replacement (NEW)								
17.		\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000
	17. Alley Paving projects (2015 Proposed #26)								
	a. Alley construction between Irvin St/Main St & 3rd Ave N/4th Ave N								
	b. Alley paving between Irvin/Hickory St & 3rd Ave N/4th Ave N								
18.	\$ 265,000	\$ -	\$ -	\$ -	\$ -	\$ 265,000	\$ -	\$ 10,000	\$ 255,000
	18. South Kinney Coulee liftstation (2015 Proposed #28) - reconstruction								
19.	\$ -	\$ 600,000	\$ -	\$ -	\$ -	\$ 600,000	\$ -	\$ -	\$ 600,000
	19. French Rd - (2011 Proposed #18)								
	a. Booster Station								
	b. Watermain								
20.	\$ 558,800	\$ -	\$ -	\$ -	\$ -	\$ 558,800	\$ 58,800	\$ 400,000	\$ 100,000
	20. I-90 sanitary sewer - WIS DOT project (2015 CIP #15 - Continued)								
21.	\$ -	\$ -	\$ -	\$ -	\$ 182,000	\$ 182,000	\$ -	\$ -	\$ 182,000
	21. Street repaving (NEW)								
	10th Ave N - Park Pl to Grove St								
	Park Pl - 10th Ave N to end PASER 2.4								
22.	\$ -	\$ -	\$ -	\$ -	\$ 310,000	\$ 310,000	\$ -	\$ -	\$ 310,000
	22. Country Club Lane - repaving (NEW) PASER 2.5								
23.	\$ -	\$ -	\$ -	\$ -	\$ 663,000	\$ 663,000	\$ -	\$ -	\$ 663,000
	23. Street repaving (NEW) Well St, 13th Ave N, 14th Ave N, Lake St, 13th Pl, Herman Ct, Pleasant Ct, Hanson Ct, Meadow Ln & Redwood St PASER 2.6								
24.	\$ 15,000	\$ 15,000	\$ 10,000	\$ -	\$ 30,000	\$ 70,000	\$ -	\$ -	\$ 70,000
	24. 3rd Ave N- Poplar St to cul de sac south of John St (NEW)								
	a. Design (2016)								
	b. Construction (2017)								

**CITY OF ONALASKA**  
**2016 Capital Improvement Projects - Proposed**

Meeting Dates:  
 BOPW-09-01-15  
 Revised 9-23-15  
 BOPW.

**I. Public Works Department (cont'd)**

	Sanitary Sewer	Water	Storm Sewer	Tourism	General	Total Cost	Less Amount Already Bonded	Less Amount Other Sources	Amount Needed by Borrowing
25. Street repaving - Oak Forest Dr (NEW) Hilltopper Pl to 12th Ave S PASER 2.5	\$ -	\$ -	\$ -	\$ -	\$ 401,000	\$ 401,000	\$ -	\$ -	\$ 401,000
							2008 CIP WTR \$15,000		
							2011 CIP SW \$15,000		
							2014 CIP GF \$100,000		
26. Main St Pavement Patching (2014 Deferred)	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ 202,000	\$ 232,000	\$ 130,000	\$ -	\$ 102,000
27. Street repaving - Oak Forest Dr (NEW) 12th Ave S to Wilson St PASER 3.0	\$ -	\$ -	\$ -	\$ -	\$ 387,000	\$ 387,000	\$ -	\$ -	\$ 387,000
							1996 CIP \$71,000		
							2009 CIP 101,000		
							2013 CIP 27,000		
28. 2nd Ave SW to STH 35 cross lot (NEW) Sanitary Sewer Interceptor relay	\$ 199,000	\$ -	\$ -	\$ -	\$ -	\$ 199,000	\$ 199,000	\$ -	\$ -
29. Tractor backhoe (NEW)	\$ 30,000	\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ 120,000	\$ -	\$ -	\$ 120,000
30. Cemetery Enhancements (NEW) Main St / 13th Ave S a. Design (Paragon) (2015) approved CC 2015 b. Construction (2016)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ 200,000	\$ 200,000	\$ -	\$ 200,000	\$ -
31. Street Sign inventory (NEW)	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ 70,000
32. STH 16 - Landfill Rd to City limits (2014 #27) WIS DOT reconstruction	\$ 10,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 60,000	\$ 20,000	\$ -	\$ 40,000
							2014 CIP WTR \$10,000		
							2014 CIP SWR \$10,000		
33. Riders Club Road - Street Renovation (2014 CIP #21 AND 2015 CIP #7) -STH 35 to Sand Lake Rd Paser 2-6 a. Design b. Right of Way Acquisition c. Construction (anticipated 2018, \$1,485,000 - 80% STP - U Funding)	\$ -	\$ -	\$ -	\$ -	\$ 125,000	\$ 125,000	\$ 125,000	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ 65,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
							2014 CIP #21		
							2014 CIP #21		
							2014 CIP #21		
34. Braund St/PH Design - Braund St to Theater Rd. PH to STH 16 - street reconstruction (2014 CIP #22 and 2015 CIP #8) a. Design PASER 3 (100%) b. Right of Way Acquisition Local = 100% c. Construction (anticipated 2018, \$638,000 - 80% STP - U Funding)	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000	\$ 55,000	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000	\$ -	\$ -	\$ 35,000
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
							2014 CIP #22		

**REVISED**

**REVISED**

CITY OF ONALASKA  
2016 Capital Improvement Projects - Proposed

Meeting Dates:  
BCPW-09-01-15  
Revised 9-23-15  
BCPW.

	Sanitary Sewer	Water	Storm Sewer	Tourism	General	Total Cost	Less Amount Already Bonded	Less Amount Other Sources	Amount Needed by Borrowing
<b>II. Planning Department</b>									
35	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
Bluffland protection program w/ MVC (NEW)									
36	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
Urban Forestry - general (NEW)									
37	\$ -	\$ -	\$ -	\$ -	\$ 215,000	\$ 215,000	\$ -	WT/DNR \$ 25,000	\$ 190,000
Emerald Ash Borer - tree planting (NEW)									
38	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ 45,000
Emerald Ash Borer - tree stump removal (NEW)									
39	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ 8,000
Urban forestry consulting services - tree inventory update (2nd of 3 yrs) (NEW)									
40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2015 CIP #41 \$ 100,000	WT/DNR \$ -	\$ 60,000
Waterfront improvements - Great River Landing Project (2015-Proposed #41)									
a. Design									
b. Construction - Phase I									
(projects 1.0 & 1.1 including trailhead building & parking lot)									
<b>III. Fire Department</b>									
41	\$ -	\$ -	\$ -	\$ -	\$ 396,000	\$ 396,000	\$ -	\$ -	\$ 396,000
Land & Facilities (2008 Proposed #37)									
a. Purchase land (3 acres@3.00/sq ft)									
Fire Station #2 - STH 16 & I-90 vicinity									
42	\$ -	\$ -	\$ -	\$ -	\$ 600,000	\$ 600,000	\$ -	\$ -	\$ 600,000
Fire Engine/Pumper (replaces 1992 Peterbilt) (NEW)									
<b>IV. Parks &amp; Recreation Department</b>									
43	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ 15,000
Comprehensive Outdoor Recreation Plan (NEW) - rewrite									
44	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ -	\$ -	\$ 75,000
Van Riper Park playground replacement (2014 Proposed #49)									
45	\$ -	\$ -	\$ -	\$ -	\$ 19,000	\$ 19,000	\$ -	\$ -	\$ 19,000
Video camera replacement - Aquatic Center & skatepark (NEW)									

**REVISED**

**REVISED**

CITY OF ONALASKA

2016 Capital Improvement Projects - Proposed

Meeting Dates:  
 BOPW-09-01-15  
 Revised 9-23-15  
 BOPW-

	Sanitary Sewer	Water	Storm Sewer	Tourism	General	Total Cost	Less Amount Already Bonded	Less Amount Other Sources	Amount Needed by Borrowing
<u>IV. Parks &amp; Recreation Department (cont'd)</u>									
46	Pierce Park - shade structure (2014 Proposed #48)	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000
47	Van Riper Park - outfield fencing (west field) (2014 Proposed #49)	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ 13,000
48	Hilltopper Heights Park - basketball court overlay (2014 Proposed #47)	\$ -	\$ -	\$ -	\$ 18,500	\$ 18,500	\$ -	\$ -	\$ 18,500
49	Nathan Hills area playground (2015 Proposed #46)	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000
50	Oak Park #4 - playground equipment (NEW)	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000
<u>V. Police</u>									
51	Replace 2 squad cars (NEW)	\$ -	\$ -	\$ -	\$ 92,190	\$ 92,190	\$ -	\$ -	\$ 92,190
52	All-Terrain Vehicle	\$ -	\$ -	\$ -	\$ 25,093	\$ 25,093	\$ -	\$ -	\$ 25,093
<u>VI. Omni Center</u>									
53	Omni Center roof (NEW)	\$ -	\$ -	\$ -	\$ 97,000	\$ 97,000	\$ -	\$ -	\$ 97,000
54	Arena 1 bleacher work (NEW) a. Perna-Cap bleacher seat & riser cover b. End & front bleacher rails	\$ -	\$ -	\$ -	\$ 31,000	\$ 31,000	\$ -	\$ -	\$ 31,000
55	Overhaul of chiller in Arena 2 (NEW)	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ 20,000
56	Security cameras for Arena 1 (NEW)	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ 25,000

**REVISED**

Meeting Dates:  
 BOPW-09-01-15  
 Revised 9-23-15  
 BOPW.

**CITY OF ONALASKA**  
**2016 Capital Improvement Projects - Proposed**

	Sanitary Sewer	Water	Storm Sewer	Tourism	General	Total Cost	Less Amount Already Bonded	Less Amount Other Sources	Amount Needed By Borrowing
<b>VI. Omni Center (cont'd)</b>									
57	LED sign board for Omni Center/Tourism (NEW)	\$ -	\$ -	\$ 7,500	\$ 7,500	\$ 15,000	\$ -	\$ -	\$ 15,000
58	Arena 1 sound system (NEW)	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
59	Paint Arena 2 (NEW)	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ 10,000
60	Water cooler (NEW)	\$ -	\$ -	\$ -	\$ 4,400	\$ 4,400	\$ -	\$ -	\$ 4,400
<b>VII. Library</b>									
61	Building addition - storage	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ 50,000
<b>VIII. City Hall</b>									
62	Carpet/Equipment	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 30,000
<b>TOTALS: \$ 1,493,800 \$ 1,274,000 \$ 153,000 \$ 2,917,500 \$ 7,830,683 \$ 13,668,983 \$ 782,800 \$ 1,106,000 \$ 11,780,183</b>									

	Projected Costs	Less Already Bonded	Less Other Sources	Net Project Cost	Issuance Costs	Projected Bond Issue
Sewer Projects	\$ 1,493,800	\$ 287,800	\$ 410,000	\$ 796,000	\$ -	\$ 796,000
Water Projects	\$ 1,274,000	\$ 45,000	\$ -	\$ 1,229,000	\$ -	\$ 1,229,000
General Projects	\$ 7,830,683	\$ 315,000	\$ 350,000	\$ 7,165,683	\$ -	\$ 7,165,683
Storm Water Projects	\$ 153,000	\$ 35,000	\$ -	\$ 118,000	\$ -	\$ 118,000
Tourism	\$ 2,917,500	\$ 100,000	\$ 346,000	\$ 2,471,500	\$ -	\$ 2,471,500
Grand Totals	\$ 13,668,983	\$ 782,800	\$ 1,106,000	\$ 11,780,183	\$ -	\$ 11,780,183

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES  
October October 6, 2015**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
<b>1. STRAND ASSOCIATES</b>				
Well #9 Construction Estimate #6	\$ 157,200.00	\$ -	\$ 76,539.15	\$ 12,444.47
<b>2. STRAND ASSOCIATES</b>				
Well #9 Safe Drinking Water Loan Assistance Estimate #6	\$ 16,500.00	\$ -	\$ 8,381.76	\$ 972.52
<b>3. OLYMPIC BUILDERS</b>				
Well #9 Reconstruction & Filter Addition Construction Estimate #4	\$ 2,763,593.00	\$ 21,046.30	\$ 319,988.50	\$ 130,625.00
<b>4. SEH INC.</b>				
Riders Club Rd & PH Design Estimate #3	\$ 148,348.18	\$ -	\$ 7,655.74	\$ 22,523.75
<b>5. ST JOSEPH CONSTRUCTION</b>				
Pond 17 Reconstruction Construction Estimate #2	\$ 54,387.50	\$ -	\$ 42,062.57	\$ 3,955.00
<b>6. SEH INC. (01375)</b>				
Great River Landing Visual Display Design Estimate #1	\$ 750.00	\$ -	\$ -	\$ 564.32
<b>7. OLYMPIC BUILDERS</b>				
Omni Center Building Renovation Construction Estimate #1	\$ 123,803.00	\$ -	\$ -	\$ 15,824.15
<b>8. CHIPPEWA CONCRETE INC</b>				
STH 16 Left Turn Lane Extention Construction Estimate #1	\$ 181,733.18	\$ -	\$ -	\$ 150,824.33

**BOARD OF PUBLIC WORKS  
MONTHLY ESTIMATES  
October October 6, 2015**

<u>Contractor</u>	<u>Original Contract Amount</u>	<u>Change Orders</u>	<u>Paid to Date</u>	<u>Due this Estimate</u>
9. <b>HAAS &amp; SONS</b> 2015 Utility Project Construction Estimate #5	\$ 792,679.65	\$ -	\$ 757,441.02	\$ 2,098.00
10. <b>MATHY CONSTRUCTION</b> 2015 Paving Project construction Estimate #3	\$ 578,168.30	\$ -	\$ 455,252.42	\$ 33,409.78