

**PUBLIC WORKS COMMITTEE MINUTES
TUESDAY, APRIL 9, 2019– 5:00PM
CITY HALL CONFERENCE ROOM 2A**

Members: Chairperson Cindy Flower, Selena Proksa, Rich Hedlund, Tim Dunn, and Ken Howell

Chairperson Flower called the meeting to order at 5:00 p.m.

Roll Call

Director of Public Works Earle called the roll and noted that Flower, Proksa, Hedlund, Dunn, and Howell were present.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda. Comments will be limited to 5 minutes

Charlene Klein 817 Wisconsin St; Thanked the Public Works Department for being proactive on cleaning out the drains before a large rainfall last spring. Spoke to possibly adding a kiosk to the boat launch.

Approve the regular Public Works Committee meeting minutes from March 12, 2019 as prepared and distributed
Motion by Proksa to approve, second by Hedlund. No discussion. Motion carried 5-0.

Director of Public Works Report

2019 Street Improvement/Paving Project

Director Earle stated that Kapur Engineering is still working to complete the survey and bids should be going out soon. No action.

Plowing/Snow Removal

Earle noted that this was a tough winter and he is very proud of his staff. He attended a county public works meeting and other municipalities were up 36% in their sand/salt usage. He commended his staff for using less sand/salt and still maintaining safe roads for the citizens. No action taken.

Brush Pickup

Earle announced that brush pickup is in full swing and started on April 1, 2019. No action taken.

Riviera Fountain

Earle noted that the fountain in front of the Riviera has suffered some vandalism. The Public Works department is working to fix the fountain. No action taken.

Request for Proposals for Janitorial Services

Earle explained that he and the Clerk were instructed to draft and post a request for proposals for janitorial services for the public bathrooms. The RFPs are due to the City Clerk on April 25, 2019. No action taken.

Disc Golf Bridges- Update from Ellena Engineering

Earle stated that he will be continuing to work with Ellena Engineering to look at the bridges in the Disc Golf park. No action taken.

Parking Manager Report

General Parking Update

Parking Manager Mullally noted that parking enforcement is in full operation. No action taken.

Request for Proposals for Parking Meter Kiosks

Mullally explained that she was developing a request for proposals for the new parking kiosks per the instruction of the City's purchasing policy. She outlined the request for proposals to be sent out and reviewed the specific details that she would like to see addressed. She noted that the City Clerk has a copy if the committee would like to review it. Skates noted that he has concerns with spending money on new technology that could be outdated in three to five years. Committee discussion included potentially hard wiring the kiosks instead of using solar power. No action taken.

Wayfinding App Options

Mullally explained the possibility of having real time app that would allow visitors to find available parking. She would like to conduct more research and bring this back for further committee discussion. No action taken.

Ride Share Pilot

Mullally stated that she would like to research an on-demand shuttle program that would help alleviate traffic downtown. She has spoken to the BID about implementing this and would like the support from the business owners to help fund the program. No action taken.

Discussion/Recommendation regarding payment of \$99,325.50 to Lakeside International for new Public Works Snow Plow Truck (Payment for Cab and Chassis Only)

Director Earle addressed the committee stating that this was already approved by the committee, but that Lakeside is looking for payment on the cab and chassis. The truck will still need to be retrofitted with the additional equipment.

Motion by Hedlund to approve, second by Proksa. Motion carried 5-0.

Discussion/Recommendation regarding the creation of an Equipment Replacement Fund Request Form

Flower stated that she would like to see a form created that department heads could use to request for items to be added to the equipment replacement fund. She would also like to see this fund be updated to reflect the inflation of equipment costs. The committee directed City Staff to work on developing this form.

Future Agenda Items

- Alley and Sidewalk Repairs
- South Street Sidewalks (between Bonnie Brae and Lakeshore Drive)
- Manning Way Property
- 2019 Street Improvement/Paving Project

Adjourn

Motion by Howell to adjourn the meeting, second by Hedlund. Motion carried 5-0. The meeting adjourned at 6:18 p.m.