

## PUBLIC WORKS COMMITTEE

Minutes – November 2, 2022

Committee Chair, Brian Holmquist, called the regular monthly meeting of the Monona Public Works Committee to order at 6:35 pm.

Members Present: Alder Holmquist, Alder DePula, Mr. Speight, Ms. Piliouras, Ms. Busse

Members Absent: Mr. Turino, Mr. Boyer

Also Present: DPW Director Stephany

### APPROVAL OF MINUTES

A motion made by Ms. Busse and seconded by Ms. Piliouras to approve the Minutes of the October 5, 2022 Public Works Committee meeting was carried.

### APPEARANCES

- Candyce Ver Burg 4313 Shore Acres Road – appeared in front of the committee requesting the dissolution of Monona Municipal Ordinance Chapter 434, to repeal No Parking on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month for street maintenance and return the parking format to the way it was in 2019.

### UNFINISHED BUSINESS

### NEW BUSINESS

#### Discussion and consideration of requested changes of the Certified Survey Map (CSM) for the Northpointe Development Corporation at 1208 E. Broadway.

Director Stephany provided a brief summary of the CSM request, as provided by City Planner Plowman, in the committee packet. Justin Zampardi of Vierbicher attended by Zoom to provide more detail to the committee on behalf of the developer. The CSM is for the property behind the Shell gas station on Broadway, and would combine Lot 1 of CSM 15061 and Lot 4 of CSM 8819 into one parcel. Plans include construction of a workforce housing development with a 63 unit apartment building and two 6-unit town homes. The plan also includes a 50' wide private street or driveway for access to and from East Broadway. The property is currently undeveloped.

There were no questions or concerns of the committee.

A motion made by Ms. Busse and seconded by Mr. Speight to recommend approval of the CSM as presented by Mr. Zampardi was carried.

#### Discussion and consideration of requested changes to street parking, and possible right of way easement or dedication as well as discussion of existing and future site easements for future development as requested by the Neutral Project and Compass Properties at 4601 – 4711 Monona Drive.

Developer information in the packet was provided by City Planner Plowman, who could not attend the meeting. Director Stephany provided a brief update of the CSM approval from the October meeting, along with a summary of the packet information for review regarding street parking and sidewalk use. Director Stephany said that current parking on Springhaven utilizes a portion of the street right of way and a portion of private property. The Neutral Project is asking to continue to use street right of way and private property for parking for 20 parking spaces. The Neutral Project also asked for the release of three utility easements that currently have fire hydrants on them.

Nate Helbach and Sean Meyers from the Neutral Project were in attendance to explain the developer's request to the committee. They discussed three different scenarios or options for the committee to consider and provide a recommendation on.

- Option 1 would be for the City to vacate and dedicate a portion of land to the development, and the development would provide a public access easement for the sidewalk. The City would maintain the City street and the development would maintain the parking stalls and sidewalk.
- Option 2 provides an easement to the development for the parking stalls that are in the right of way. The development would provide a public access easement for the sidewalk along Springhaven that would be on private property. The City maintains the City street and the development would maintain the parking stalls, including the portion in street right of way, and the sidewalk.
- Option 3 includes the development leasing from the City the land portion of the parking stalls that are on City-owned property. The lease would be 100 years for \$1.00. The development would provide public access for the sidewalk. The City would maintain the street and the development would maintain the parking stalls.

Mr. Helbech and Mr. Meyers also asked the committee to consider milling and overlay of Springhaven in conjunction with the construction of the development. The group also mentioned their goal for the evening is to have a recommendation that they can take back to their GDP process in a few weeks.

Director Stephany mentioned that he did talk to the City Planner prior to the meeting for more details on the proposed options. The City has one other location where parking stalls are shared on private property and in the street right of way, which is Kau Properties on Winnequah Road in Pirate Island. There are approximately nine stalls that are shared. The other current location is on Springhaven, at the same location being discussed here.

Director Stephany did support keeping the parking stalls as they currently are on Springhaven, and would also like the developer's agreement to indicate that the City is responsible for maintenance of the city street and valley gutters. The development would be responsible for all future maintenance of the parking stalls, because they are both private and public shared spaces. Maintenance for the parking spaces should include snow removal, pavement marking updates and maintenance of the asphalt such as crack sealing. Sidewalks on Springhaven would have to be maintained by the developer or property owner because they are on private property. If the private sidewalk along Springhaven is to be used by the public, it should be built to City specifications. The developers confirmed this. Director Stephany supports the scope recommended is option 2, and does not support the request to vacate the three utility easements for the fire hydrant locations. The approvals by the committee at the October meeting did not include the elimination of these three easements.

Alder Holmquist asked if the parking spaces along Monona Drive for the businesses are in the right of way. Director Stephany stated that the parking spaces up and down on the Drive are behind the right of way and were constructed that way during the various phases of Monona Drive reconstruction.

Mr. Helbech and Mr. Meyers mentioned to the committee that Springhaven is not in good condition and asked if the street could be redone or resurfaced along with the construction of the project. Alder Holmquist asked if the City has evaluated the street recently and what the current rating is. Director Stephany stated that he didn't know that information off hand. Director Stephany did add that if the developer wants the street resurfaced that it should be at their cost. If the City has an asphalt project planned for the same time the City could include this type of work in the bid and charge it back to the developer. Alder Holmquist stated that any resurfacing work for the City street would be taken care of through negotiation of the developer's agreement.

A motion made by Alder Holmquist and seconded by Mr. Speight to recommend approval of Option 2 and other requirements listed below was carried.

- The City granting an easement for the developer to continuing to use street right of way space behind the curb and gutter for shared private and public parking space.
- The developer would provide a public access easement for the public to use the sidewalk on private property outside of the City right of way along Springhaven Avenue. The sidewalk would be constructed to City specifications.

- The City will maintain Springhaven Avenue and the curb and gutter similar to other City streets for snow removal, crack sealing, repairs, and replacement; and the developer would maintain the parking stalls that are in City right of way and the private sidewalk for snow removal, pavement markings, crack sealing, repairs, and replacement.

Discussion and consideration of changes to street parking on Sethne Court as recommended by the Public Safety Committee.

Director Stephany explained the information in the packet. This item came to the PWC at the recommendation of the Public Safety Committee. Draft minutes of the PSC were provided by Chief Chaney and were included in the packet. A resident on Sethne Court would like the City to approve and install no parking signs on one side of street as one enters the court. The neighbor of this resident is always parking on the street and he feels that parked cars affect other vehicles and emergency vehicles from entering the court. In the PSC minutes, Alder Radermacher is quoted as stating the issue should not be addressed by the PSC to solve a neighbor dispute. Alder Thomas added that it might be an issue for the courts. Committee members agreed with this.

Director Stephany explained there are more than 30 other City streets that are 28' wide that do not have any parking restrictions, including streets which are busier than Sethne Court. A 28' wide street in the City is 31.5' wide front of curb to front of curb, which leaves about 18' of travel space if cars are parked on both sides of the street. An example of Kings Row was shown to committee members with two cars parked and enough room for travel. Alder DePula agreed the amount of travel space was more than enough for a fire truck to travel through. If it is a public safety issue, the 48-hour no parking requirement in the Ordinance should be enforced, rather than legislating no parking. (Note, City Ordinance states 24 hours)

Director Stephany also referenced the MUTCD, which addresses excessive use of signs. Installing signs on Sethne Court in this type of situation could lead to unnecessary installation on other streets where there is not a public safety issue. Director Stephany also mentioned that the police department does not address no parking issues because of other requirements of their time in the City, which could make the signs ineffective.

Ms. Busse stated that if signs were installed in this situation it would be setting a big precedent for other requests. Alder DePula added that it would be over reaching to address the issue of one resident given the lack of traffic in this area.

A motion made by Ms. Busse and seconded by Mr. Speight to not approve requested changes to street parking on Sethne Court for the reasons listed below was carried.

- The street is 28' wide from asphalt edge to edge and 31.5' wide from front of curb to front of curb, which is a standard in the City.
- With cars parked on both sides, the average travel width for traffic to pass on the dead end cul-de-sac is 16' – 18', which is more than adequate for emergency vehicle and neighborhood traffic.
- More than 30 streets in the City are the same width and busier with no parking restrictions.

Discussion and consideration of changes to street parking on Edna Taylor Parkway.

Director Stephany started the discussion by stating this item appears on the agenda at the request of the committee from the October public appearance. A map was created to show the committee the parking scenario that was requested by Ms. Goforth at the October meeting. The committee was asked to consider changing the parking from the west side of the street to the east side of the street, in front of the dog park.

Alder Holmquist asked if staff has considered posting a map as the one provided at the dog park to get feedback, because the people really interested in a request like this are the users of the dog park. The committee asked if staff could post a laminated map and survey with a QR code for users to complete a short survey telling us what they want.

There was no committee action on this item. It will be reviewed at a future meeting once the survey has been completed.

Discussion and consideration of changes to Monona Ordinance 18-15 (B), Public Works Committee Composition.

Director Stephany provided the initial discussion on this item and explained the information sheet in the packet that compares the sizes or makeup of public works committees in other municipalities. A survey of other committees shows the average number of members to be either five or seven, and Monona currently has nine members. Director Stephany would like consideration on lowering the number to seven, matching the average. This committee has been down two members for over a year, and one of the current seven members is filling in on a temporary basis until another member is approved. Currently, the quorum required is five members. Dropping down to seven members brings the quorum down to four. In the past year, the committee has at times had a hard time getting a quorum because of the vacancies.

Ms. Busse agreed that the committee should be reduced down to seven. Alder Holmquist mentioned that the past committee chairperson thought dropping down in size would result in less representation or discussion with high-dollar-value capital projects that come through the committee. Director Stephany noted that larger cities than Monona such as Madison, Waunakee, Fitchburg, Middleton, McFarland and Sun Prairie have either five or seven members and have larger budgets and more projects than Monona, and it seems to work well for those communities. Director Stephany added that the decision should be based on what this committee is comfortable with.

Mr. Speight offered that having different levels of expertise makes this a better committee. People with diverse backgrounds have been on this committee and made it thoughtful. Seven members would be an ample number and provide thoughtful debate. Five members on this committee may be too small.

Ms. Piliouras added that if we have not been able to fill the vacancies for over a year that would be another reason to reduce the number of members.

A motion made by Ms. Busse and seconded by Mr. Speight to recommend reducing the number of committee members from nine to seven was carried.

ADJOURNMENT

A motion made by Ms. Busse and seconded by Ms. Piliouras to adjourn was carried (7:41pm).

Daniel Stephany  
Director of Public Works