

It is expected that a Quorum of the Personnel Committee, Administration Committee, and Common Council will be attending this meeting: (although it is not expected that any official action of any of those bodies will be taken)

**CITY OF MENASHA
Board of Public Works
First Floor Conference Room
100 Main Street
January 21, 2019
6:30 PM
or immediately following Common Council
AMENDED AGENDA**

A. CALL TO ORDER

B. ROLL CALL

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA
(five (5) minute time limit for each person)

D. MINUTES TO APPROVE
1. January 7, 2019

E. DISCUSSION / ACTION ITEMS

1. Change Order – MCC, Inc. Contract Unit 2018-02; New Street Construction and Street Reconstruction – Various Streets; ADD: \$15,654.04 (Change Order No. 1 and Final)
2. Payment – MCC, Inc.; Contract Unit 2018-02; New Street Construction and Street Reconstruction – Various Streets; \$21,123.64 (Payment No. 6 & Final)
3. Intergovernmental Agreement for Stormwater Management Related to the Urbanization of Valley Road between City of Appleton, City of Menasha and the Village of Fox Crossing for Valley Road – West of Chain Drive to East of Forestview Court
4. Grove Street Sidewalks
5. O-1-19 An Ordinance Amending Title 10, Chapter 1 of the Code of Ordinances (Motor Vehicles and Traffic) (Introduced by Ald. Krueger)
6. Certified Survey Map – 140 Main Street – Dedication to Street Right of Way
7. **R-1-19 Preliminary Resolution Declaring Intent to Exercise Special Assessment Powers Under Section 66.0703, Wisconsin Statutes (Province Terrace) (Introduced by)**

F. ADJOURNMENT

"Menasha is committed to its diverse population. Our Non-English speaking population and those with disabilities are invited to contact the Menasha City Clerk at 967-3603 24-hours in advance of the meeting for the City to arrange special accommodations."

CITY OF MENASHA
BOARD OF PUBLIC WORKS
First Floor Conference Room
100 Main Street, Menasha
January 7, 2019
MINUTES

DRAFT

A. CALL TO ORDER

Meeting called to order by Chairman Krueger at 8:58 p.m.

B. ROLL CALL

PRESENT: Aldermen Randy Ropella, Rebecca Nichols, James Taylor, Stan Sevenich, Mark Langdon, Steve Krueger, Tom Grade, Ted Grade.

ALSO PRESENT: Mayor Merkes, CA Captain, ASD Jacobs, CDD Schroeder, DPW Radomski, FM Sassman, Clerk Galeazzi.

C. PUBLIC COMMENTS ON ANY MATTER LISTED ON THE AGENDA

(five (5) minute time limit for each person)

No one spoke

D. MINUTES TO APPROVE

1. December 17, 2018

Moved by Ald. Langdon seconded by Ald. Tom Grade to approve minutes.

Motion carried on voice vote.

E. DISCUSSION / ACTION ITEMS

1. Recommendation to Award – Contract Unit No. 2018-04; Community Way-New Storm Sewer, Water Main and Street Construction; Feaker & Sons Co. Inc.; \$247,358.00
DPW Radomski explained Feaker & Sons was the most favorable of the eight bids received. Therefore staff recommends awarding the bid for the Community Way new storm sewer, water main and street construction to Feaker & Sons Co., Inc.

Moved by Ald. Langdon seconded by Ald. Tom Grade to forward to Common Council Recommendation to Award Contract Unit No. 2018-04 for Community Way, new storm sewer, water main and street construction to Feaker & Sons Co. Inc., for the amount of \$247,358.00.

Motion carried on roll call 8-0.

F. ADJOURNMENT

Moved by Ald. Langdon seconded by Ald. Ted Grade to adjourn at 9:01 p.m.

Motion carried on voice vote.

Deborah A. Galeazzi, WCMC
City Clerk

CHANGE ORDER

Date: 1/14/2019

Change Order No. 1 (One)

Contractor: MCC, Inc
Contract No.: Unit No. 2018-02
Project:

New Street Construction, The Ponds Of Menasha (Phase 1) & The Cottages of Lake Park Condominiums. Street Reconstruction, Alva St, Ida St and First St.

You are directed to make the changes noted below in the subject contract unit number.

I. Quantity Changes (See Attached) = \$15,654.04

The changes result in the following adjustments:

CONTRACT-TOTAL

TIME

Prior to this Change Order	\$ 866,843.28
Adjustments per this Change Order	\$ 15,654.04
Current Contract Status	\$ 882,497.32

_____ Days
_____ Days
_____ Days

Directed/Authorized
City of Menasha Dept. of Public Works
By:

Accepted

By: Ridge Indict
Date: 1-14-2019

Date: _____

Itemized Bid Tabulation								
City of Menasha Contract Unit No. 2018-02								
New Street Construction, Sidewalk Construction and Reconstruction - Various Streets								
Item	Quantity	Description	Base Bid		Payment #6 & Final			
			Unit Price	Item Total	Quantity	Item Total	Quantity Change	Item Change Total
1	13,432	Pavement / Base Puerizing	\$ 1.08	\$ 14,506.56	13432.00	\$ 14,506.56	0.00	\$ -
2	1,657	Unclassified Excavation	\$ 9.91	\$ 16,420.87	1657.00	\$ 16,420.87	0.00	\$ -
3	250	Pulverized Stone Placement	\$ 9.55	\$ 2,387.50	250.00	\$ 2,387.50	0.00	\$ -
4	12,996	Fine Grading and Compaction	\$ 1.37	\$ 17,804.52	12996.00	\$ 17,804.52	0.00	\$ -
5	8,820	30" Concrete Curb & Gutter	\$ 11.63	\$ 102,576.60	8819.00	\$ 102,564.97	-1.00	\$ (11.63)
6	58	30" Concrete Curb & Gutter Remove & Replace	\$ 50.59	\$ 2,934.22	112.50	\$ 5,691.38	54.50	\$ 2,757.16
7	7,370	No. 4 Epoxy Coated Rebar	\$ 1.20	\$ 8,844.00	7135.00	\$ 8,562.00	-235.00	\$ (282.00)
8	66	Utility Adjustment	\$ 446.29	\$ 29,455.14	60.00	\$ 26,777.40	-6.00	\$ (2,677.74)
9	20	Water Valve Adjustment	\$ 33.90	\$ 678.00	0.00	\$ -	-20.00	\$ (678.00)
10	317	Sawcut	\$ 2.15	\$ 681.55	317.00	\$ 681.55	0.00	\$ -
11	1,637	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 50.94	\$ 83,388.78	1726.14	\$ 87,929.57	89.14	\$ 4,540.79
12	1,312	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 57.93	\$ 76,004.16	1508.08	\$ 87,363.07	196.08	\$ 11,358.91
13	21,500	4" Thick Concrete Sidewalk	\$ 4.90	\$ 105,350.00	21417.61	\$ 104,946.29	-82.39	\$ (403.71)
14	16,945	6" Thick Concrete Sidewalk, handicap Ramp, Driveway or Apron	\$ 5.70	\$ 96,586.50	16268.81	\$ 92,732.22	-676.19	\$ (3,854.28)
15	8,440	Lawn and Terrace Restoration	\$ 4.66	\$ 39,330.40	8051.00	\$ 37,517.66	-389.00	\$ (1,812.74)
16	1	Temporary Mailboxes / Install Concrete Base & RE-Install Cluster	\$ 1,501.03	\$ 1,501.03	1.00	\$ 1,501.03	0.00	\$ -
17	1	Erosion Control	\$ 1,320.00	\$ 1,320.00	1.00	\$ 1,320.00	0.00	\$ -
18	1	Traffic Control	\$ 3,250.00	\$ 3,250.00	1.00	\$ 3,250.00	0.00	\$ -
19	1	Lump Sump	\$ 4,421.06	\$ 4,421.06	1.00	\$ 4,421.06	0.00	\$ -
		Total for The Ponds of Menasha		\$ 607,440.89		\$ 616,377.65		\$ 8,936.76
20	13,001	Pavement / Base Puerizing	\$ 0.48	\$ 6,240.48	13001.00	\$ 6,240.48	0.00	\$ -
21	1,504	Unclassified Excavation	\$ 11.18	\$ 16,814.72	1504.00	\$ 16,814.72	0.00	\$ -
22	237	Excavation Below Subgrade	\$ 19.47	\$ 4,614.39	348.00	\$ 6,775.56	111.00	\$ 2,161.17
23	119	3" Crushed Stone Placement	\$ 37.41	\$ 4,451.79	211.00	\$ 7,893.51	92.00	\$ 3,441.72
24	119	Pulverized Stone Placement	\$ 7.16	\$ 852.04	211.00	\$ 1,510.76	92.00	\$ 658.72
25	13,712	Fine Grading and Compaction	\$ 1.30	\$ 17,825.60	13712.00	\$ 17,825.60	0.00	\$ -
26	20	Utility Adjustment	\$ 442.89	\$ 8,857.80	17.00	\$ 7,529.13	-3.00	\$ (1,328.67)
27	7	Water Valve Adjustment	\$ 33.90	\$ 237.30	0.00	\$ -	-7.00	\$ (237.30)
28	548	Sawcut	\$ 2.16	\$ 1,183.68	557.50	\$ 1,204.20	9.50	\$ 20.52
29	1,053	Asphalt Binder Course Pavement 2 1/4" Thick	\$ 50.94	\$ 53,639.82	1067.84	\$ 54,395.77	14.84	\$ 755.95
30	818	Asphalt Surface Course Pavement 1 3/4" Thick	\$ 59.91	\$ 49,006.38	834.03	\$ 49,966.74	16.03	\$ 960.36
31	962	Asphalt Binder Course Pavement 3" Thick	\$ 51.75	\$ 49,783.50	876.14	\$ 45,340.25	-85.66	\$ (4,443.26)
32	641	Asphalt Surface Course Pavement 2" Thick	\$ 58.61	\$ 37,569.01	721.67	\$ 42,297.08	80.67	\$ 4,728.07
33	1	Erosion Control	\$ 1,408.00	\$ 1,408.00	1.00	\$ 1,408.00	0.00	\$ -
34	1	Traffic Control	\$ 3,250.00	\$ 3,250.00	1.00	\$ 3,250.00	0.00	\$ -
35	1	Lump Sump	\$ 3,667.88	\$ 3,667.88	1.00	\$ 3,667.88	0.00	\$ -
		Total for Various Streets		\$ 259,402.39		\$ 266,119.67		\$ 6,717.28
Total Base Bid (Items 1 - 35)				\$ 866,843.28		\$ 882,497.32		\$ 15,654.04

Certificate of Payment

Date: 1/14/2019Payment Request: 6 (Six) & FinalContractor: MCC, Inc.Address: 2600 Roemer Rd / PO Box 1137, Appleton, WI 54912-1137Contract Unit No.: City of Menash Street Construction Unit No. 2018-02Project Description: Street Improvement Project Contract Unit No. 2018-02

	Original Contract Amount:	\$	866,843.28
Change Order 1:	\$ 15,654.04	Total Change Orders:	\$ 15,654.04
Change Order 2:		Total Contract Amount (Including Change Orders):	\$ 882,497.32
Change Order 3:		Total Earned to Date (Summary Attached):	\$ 882,497.32
Change Order 4:		Less Retainage:	\$ -
		Amount Due:	\$ 882,497.32

Payment 1 \$ 140,808.06

Payment 2 \$ 126,353.38

Payment 3 \$ 222,798.97

Payment 4 \$ 88,956.23

Payment 5 \$ 276,457.04

Payment 6

Payment 7

Current Payment \$ 27,123.64

I certify that all bills for labor, equipment, materials and services are paid for which previous certificates for payment were issued.
(Lien Waivers from all subcontractors and suppliers shall accompany each Request for Payment.)

Date: 1-14-2019BY: Ridge SidelisRecommended for Payment

Josh Radomski, Director of Public Works: _____

Common Council Approval Date: _____

Finance Department

Account Number	Amount

Itemized Bid Tabulation								
City of Menasha Contract Unit No. 2018-02								
New Street Construction, Sidewalk Construction and Reconstruction - Various Streets								
Item	Quantity	Description			Payment #6 & Final			
		Base Bid	Unit Price	Item Total	Quantity	Item Total	Quantity Change	Item Change Total
1	13,432	Pavement / Base Paverizing	\$ 1.08	\$ 14,506.56	13432.00	\$ 14,506.56	0.00	\$ -
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35	1	Lump Sump	\$ 3,667.88	\$ 3,667.88	1.00	\$ 3,667.88	0.00	\$ -
		Total for Various Streets		\$ 259,402.39		\$ 266,119.67		\$ 6,717.28
Total Base Bid (Items 1 - 35)				\$ 866,843.28		\$ 882,497.32		\$ 15,654.04

CITY OF APPLETON/CITY OF MENASHA/VILLAGE OF FOX CROSSING
Valley Road – west of Chain Drive to east of Forestview Court

INTERGOVERNMENTAL AGREEMENT

FOR STORMWATER MANAGEMENT RELATED TO THE URBANIZATION OF VALLEY ROAD

PROJECT TITLE: Valley Road Urbanization

DATE: December 7, 2018

PROPOSED IMPROVEMENT

The City of Appleton, hereinafter called “Appleton”, the City of Menasha, herein called “Menasha” and the Village of Fox Crossing, herein called “Fox Crossing” through their undersigned duly authorized officers or officials, hereby enter into an agreement to address stormwater management related to the urbanization of Valley Road from west of Chain Drive to east of Forestview Court. Per a separate document, the cost share for roadway, sidewalk, storm sewer/inlets, engineering and inspection has been agreed upon. This agreement is to address stormwater management associated with the urbanization of the project as follows:

1. Appleton will be the lead agency for the project.
2. Appleton will hire McMahon Associates for consulting services including conducting a wetland determination, developing a stormwater management plan, and submitting for the applicable DNR permit(s).
3. The parties agree that the Total Suspended Solids and Total Phosphorous removed with this project are from sources in all three municipalities and will assist each community with meeting their TMDL goals. Therefore, a separate agreement shall be approved and signed by all three parties documenting ownership of the constructed stormwater practice(s), long-term maintenance responsibility, maintenance cost share, and water quality improvements granted to each community.
4. The cost share for McMahon’s consulting services will be based on frontage within each municipal boundary. City of Appleton 1722’ (34%), City of Menasha 1260’ (25%) and Village of Fox Crossing 2028’ (41%).
5. The cost share for the stormwater practice(s) shall be determined under a future agreement.

City of Appleton

Attest:

Printed Name:

By:

Timothy M. Hanna, Mayor

Attest:

Printed Name:

By:

Kami Scofield, City Clerk

Provision has been made to pay the liability
that will accrue under this contract.

Approved as to form:

Anthony D. Saucerman, Finance Director

James P. Walsh, City Attorney

City of Menasha

Attest:

By:

Printed Name:

Attest:

By:

Printed Name:

Village of Fox Crossing

Attest:

By:

Printed Name:

Attest:

By:

Printed Name:



Memorandum

Date: January 15, 2019

To: Common Council

From: Joshua Radomski – Public Works Director *JR*

RE: Grove Street Sidewalk

Background

The City of Menasha Comprehensive Plan states that the City shall consider bicycle and pedestrian safety needs when new roads are proposed or when roadway improvements are made. Through this directive, the Department of Public Works and Common Council recommended that sidewalks be installed on Ida Street and within the Ponds Subdivision during the 2018 construction year.

During the 2019 budget process, the Common Council approved funding for the reconstruction of Grove Street from Airport Road to Woodland Drive. There is existing sidewalk on Airport Road, Ida Street and Alva Street. The addition of the sidewalk on Grove Street between Airport Road and Alva Street will create a continuous sidewalk system within this neighborhood. Currently, there is no sidewalk along Melissa Street or Woodland Drive, therefore, any sidewalk extension east of Alva Street would not create a continuous sidewalk system in the area.

Per the City's Sidewalk Policy for Existing Development Section 6-2-2 (h):

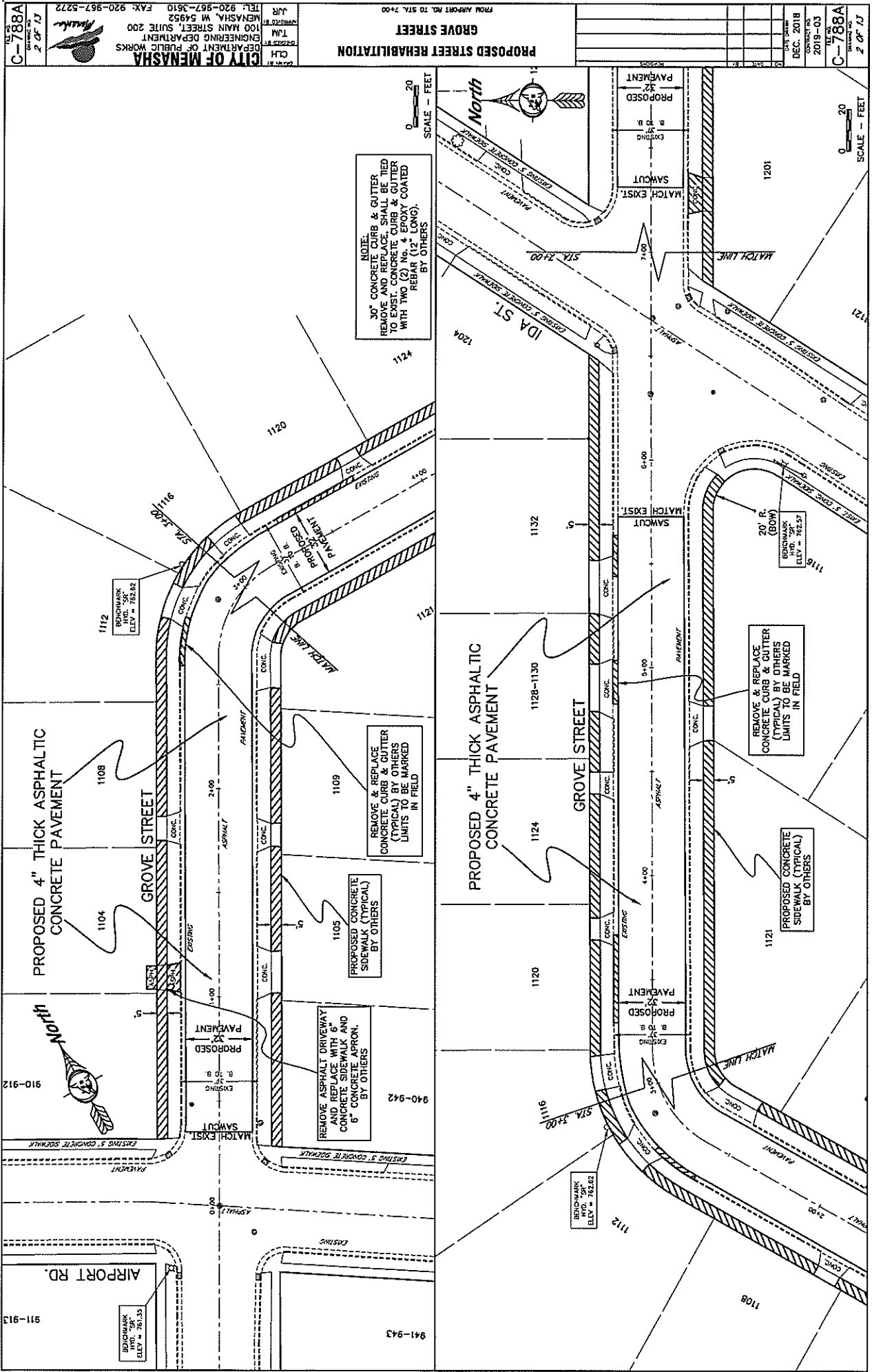
- (2). "Sidewalks shall be mandatory on streets where the total density (including dedicated right-of-way) on the abutting properties is greater than 3.5 units per acre and average daily traffic is greater than 500 vehicles per day."
- (3). Sidewalks shall be mandatory on any side of an individual block when 50% or more of the length of said block has sidewalk construction thereon.
- (5). Nothing in the above provisions providing for the installation of sidewalks in the existing development shall prevent the Board of Public Works from requesting sidewalk construction, if traffic engineering or any combination of pedestrian counts and traffic volumes, demonstrate a hazardous condition which would warrant sidewalk installation.

Traffic volumes are not anticipated to exceed the 500 vehicles per day mark. However, due to the density of the neighborhood which is 3.69 units/acre and the fact that sidewalk already exists on Airport Road, Ida Street and Alva Street, it is recommended that the City extend the existing sidewalk to the intersection of Grove Street and Alva Street as shown on the attached plans.

The Department of Public Works believes that sidewalks enhance the safety of pedestrians by giving them the choice to utilize a sidewalk instead of being forced to utilize the street. According to the Federal Highway Administration, approximately 88% of the "walking in roadway" fatalities can be eliminated through the addition and use of sidewalks along a roadway. Similarly, roadways without sidewalks are more than twice as likely to have pedestrian crashes as roadways without sidewalks.

Recommendation

Staff recommends that the sidewalk be added along Grove Street between Airport Road and Alva Street and not be assessed to the property owners.



C-788A
Drawing No.
2 OF 17

CITY OF MENASHA
DEPARTMENT OF PUBLIC WORKS
100 MAIN STREET, SUITE 200
MENASHA, WI 54952
TEL: 920-967-3610 FAX: 920-967-5272

PROPOSED STREET REHABILITATION
GROVE STREET
FROM AIRPORT RD. TO STA. 74+00

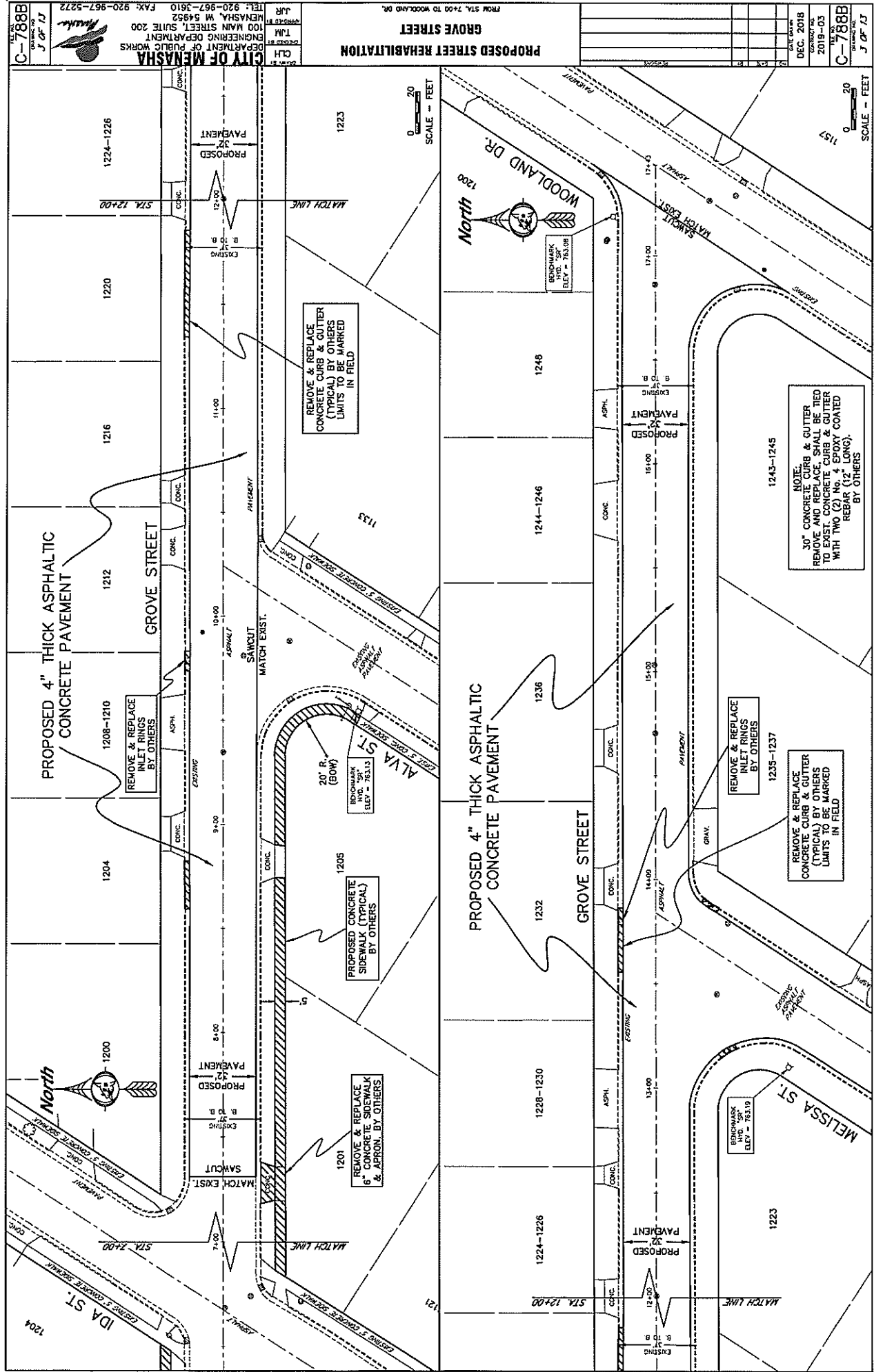
DATE
DEC. 2018

CONTRACT NO.
2019-03

C-788A
Drawing No.
2 OF 17

DATE
DEC. 2018

CONTRACT NO.
2019-03



C-788B
J OF LJ
DEC 2018
2019-03
C-788B
J OF LJ

PROPOSED STREET REHABILITATION
GROVE STREET
FROM STA. 7+00 TO WOODLAND DR.

CLH
JUR
TEL: 920-967-3610
FAX: 920-967-5272
CITY OF MENASHA
ENGINEERING DEPARTMENT
100 MAIN STREET, SUITE 200
MENASHA, WI 54952



Memorandum

Date: January 16, 2019

To: Board of Public Works

From: Joshua Radomski – Public Works Director *JR*

RE: Broad Street – Racine Street to De Pere Street

Background

On January 7, 2019, the Common Council approved the recommendation to make Broad Street a two-way street between Racine Street and DePere Street after construction is completed in the summer of 2019. The Department of Public Works has continued forward on the design and has a couple of additional recommendations for the roadway.

Broad and Racine Street Intersection:

The Common Council recommended that the DOT pursue Option 4 during the Racine Street Bridge project for the design of the Broad Street and Racine Street Intersection. Alternative 4 places a median in the middle of Racine Street which prevents through movements and left turns from both east and west bound Broad Street. Option 4 was chosen primarily because “There is a significant safety concern with unrestricted turning movements at this intersection” with options that kept the intersection open for all turning movements as stated in WISDOT’s memo. The traffic study that the DOT utilized was based upon a roundabout; however it is the opinion of the Department of Public Works that this traffic study is valid for the existing conditions as well. The reason we consider this a valid point is that movement along northbound Racine Street at Main Street does not function as a true traffic signal. Past driver practice has been to treat the northbound Racine Street movement as a “right turn on red” leading to a fairly consistent stream of traffic on northbound Racine Street comparable to what would be expected after the roundabout is constructed. The Department of Public Works recommends that westbound Broad Street be limited to “Right Turn Only” at Racine Street to improve the operations and safety of the intersection. In addition, we recommend that traffic along Broad Street be controlled using a two-way stop sign.

Although there are similar concerns regarding the eastbound traffic at Broad Street, the Department of Public Works has decided to hold off on recommending changes to the eastbound traffic at this time. The Broad Street – Tayco to Racine project is a WISDOT project and was not designed to include an island preventing through or left turn movements at the time of construction in 2019.

The main reason the Department of Public Works is proposing to limit turns on westbound Broad Street and not eastbound Broad Street is due to existing driver expectations. Currently, eastbound Broad Street is an existing traffic movement that will be appropriately addressed when the Racine Street project is completed. The westbound Broad Street traffic movement is a completely new traffic movement and the City believes that the limited traffic movements (left turn or through movements) can be accomplished in the same way that drivers have been accomplishing them over the past 50+ years. This would be going north on Appleton Street and west on First Street to get to Racine Street.

Broad Street and DePere Street:

The current configuration of Broad Street and DePere Street has a three-way stop sign, with free movement eastbound on Broad Street. This works well with the current 1-way configuration, however it will cause confusion once Broad Street becomes a two-way street. The Department of Public Works recommends that the intersection of Broad Street and DePere Street be converted to a Four-Way Stop by adding a stop sign for eastbound traffic.

Parking at Broad and Appleton Street:

The ordinance is being updated to include only those areas that have striped parking spaces. The paved area in front of 540 Broad Street would be considered a driveway apron and will not have marked parking stalls.

Recommendation

Staff recommends approval of Ordinance O-1-19 to update the code for the future conversion of Broad Street into a two-way roadway.



ORDINANCE O-1-19

AN ORDINANCE AMENDING TITLE 10, CHAPTER 1 OF THE CODE OF ORDINANCES
(Motor Vehicles and Traffic)

INTRODUCED BY ALD. KRUEGER.

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 10, Chapter 1, Article B, SEC 10-1-15 and SEC 10-1-17 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 10
Motor Vehicles and Traffic
Chapter 1
Traffic and Parking
Article B
Controlled Intersections; Street Traffic Regulations

SEC. 10-1-15 CONTROLLED INTERSECTIONS DESIGNATED.

(c) **TWO-WAY STOPS AUTHORIZED.**

(45) Broad Street at Racine Street

(d) **THREE-WAY STOPS AUTHORIZED.**

(1) Tayco Street and Sixth Street.

~~(2) Broad Street and DePere Street (north, east, south).~~

~~(32) Elmwood and Eugene Streets.~~

~~(43) Lucerne Drive and Meadowview Drive (east, west, north).~~

(e) **FOUR-WAY STOPS AUTHORIZED.**

(21) Broad Street and DePere Street

**SEC. 10-1-17 RIGHT TURNS, LEFT TURNS AND U TURNS PROHIBITED AT
CERTAIN LOCATIONS.**

(a) **LEFT TURNS PROHIBITED.** It shall be unlawful for an operator of any vehicle to make
a left turn from:

(14) Broad Street onto Racine Street while such a vehicle is proceeding in a westerly
direction upon said Broad Street

- (c) **PROCEEDING AHEAD PROHIBITED.** It shall be unlawful for an operator of any vehicle to proceed straight ahead when such vehicle is proceeding in:

...

(10) A westerly direction upon said Broad Street and is about to enter Racine Street

...

SECTION 2: Amend Title 10, Chapter 1, Article C, SEC 10-1-25 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

Title 10
Motor Vehicles and Traffic
Chapter 1
Traffic and Parking
Article C
Parking Regulations

...

SEC. 10-1-25 ANGLE PARKING.

Perpendicular or diagonal angle parking is prohibited on all streets except in the following places where motor vehicle parking markers indicate that the same is permissible.

...

- (d) The north side of Broad Street from Appleton Street approximately ~~one hundred twenty (120)~~ ninety (90) feet west.

...

SECTION 3: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this ____ day of _____, 2018.

Recommended by:

Motion/Second:

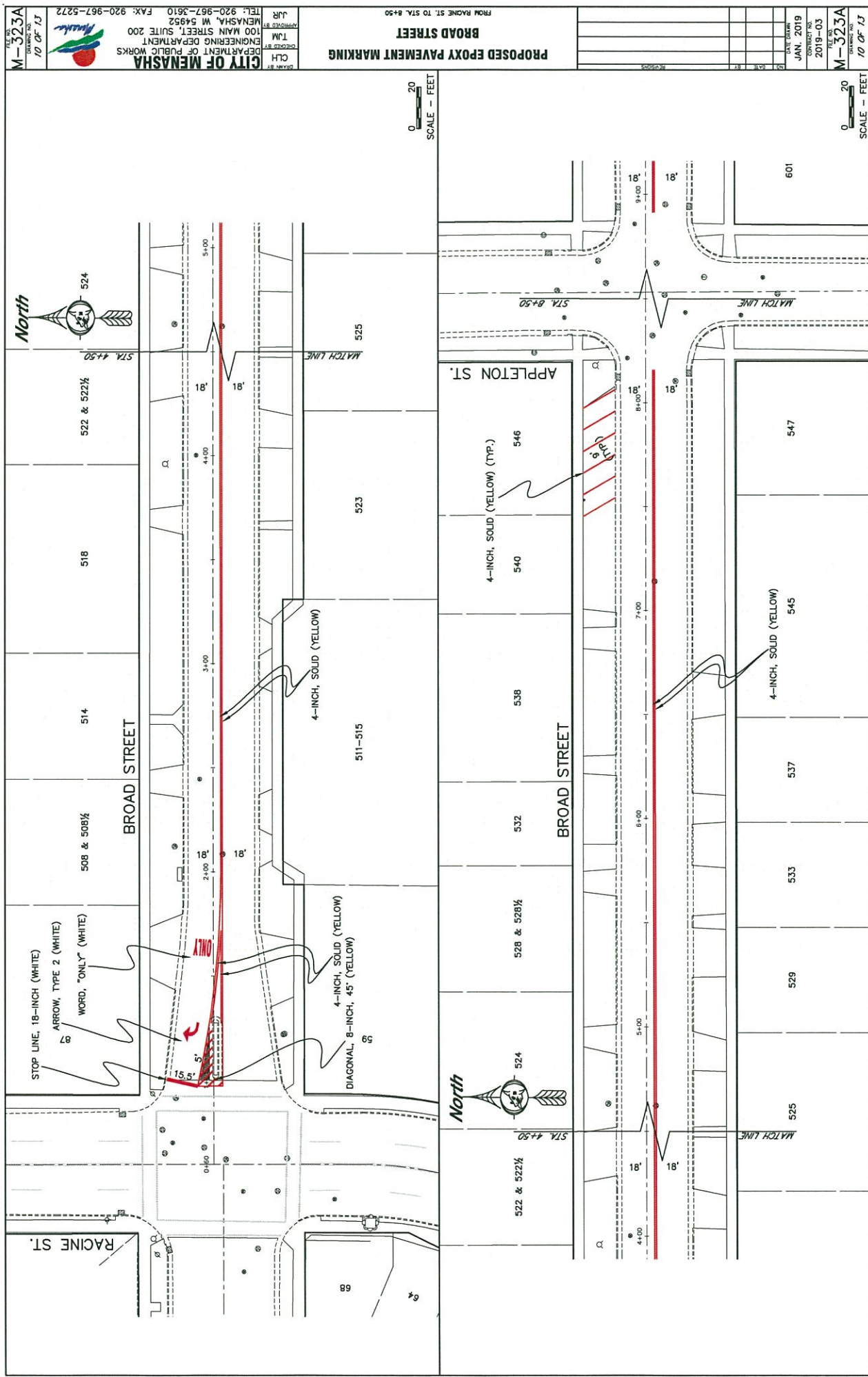
Vote: _____

Pass/Fail: _____

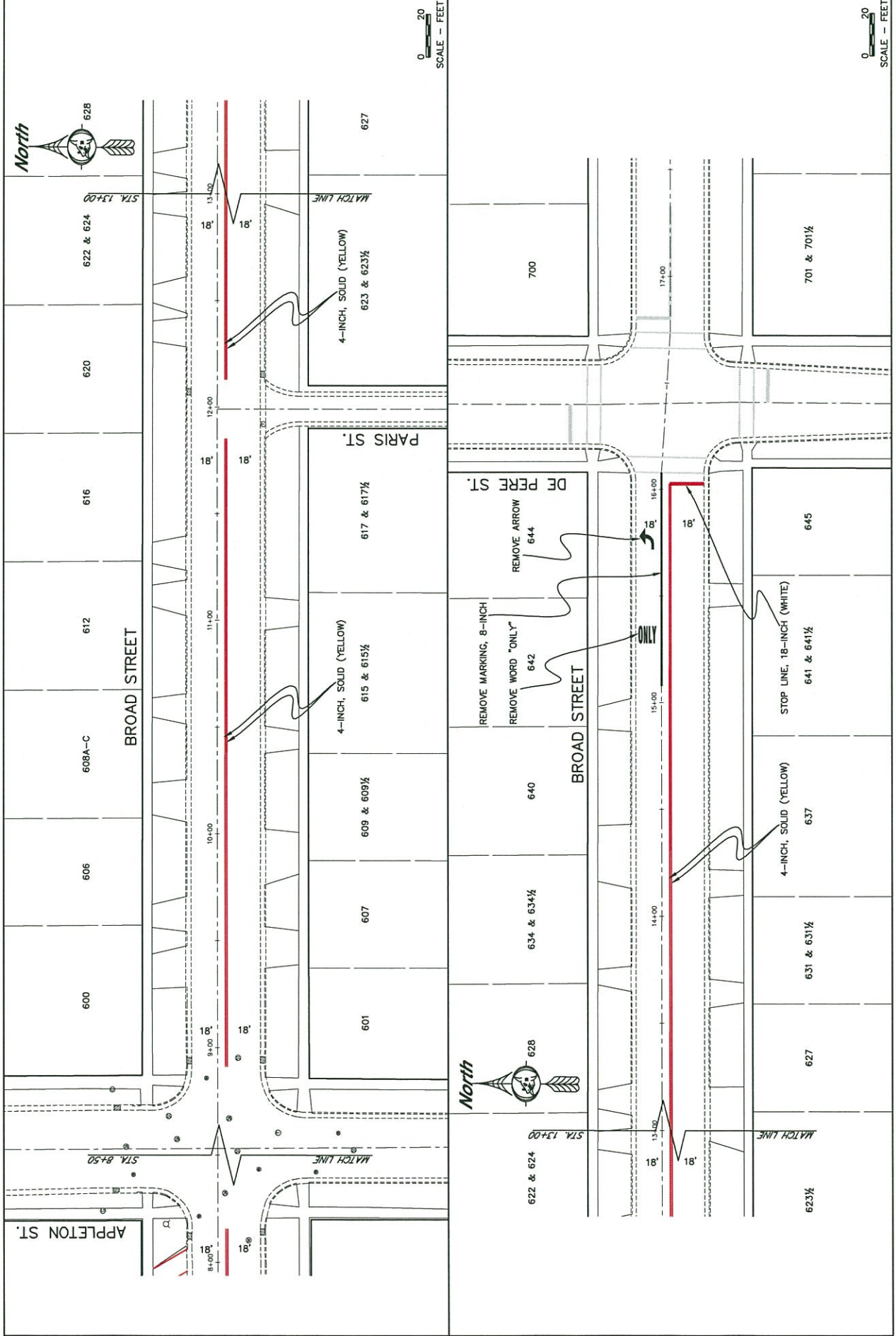
Requires: __ Majority Vote
 __ 2/3 Vote

Donald Merkes, Mayor
ATTEST:

Deborah A. Galeazzi, City Clerk



PROPOSED EPOXY PAVEMENT MARKING
BROAD STREET
 FROM STA. 8+50. TO STA. 17+50



0 20
 SCALE - FEET

0 20
 SCALE - FEET



Broad Street Intersection Alternative Memo

ID 4992-03-00, Racine Street Bridge, City of Menasha

WisDOT and our design team have worked with City of Menasha officials to develop five options for the Racine Street and Broad Street intersection. The five options provide a varying level of access at the intersection in an effort to balance traffic operations, safety, pedestrian access, local development, and impacts to adjacent properties.

Based on our evaluation, Option 4 ranks as the best intersection alternative since it provides the best traffic operations, best pedestrian accommodations, and the highest level of safety while minimizing impact to adjacent city property. Option 3 would rank second for overall traffic operations, pedestrian accommodations, and safety but this has greater impact to adjacent city property. Options 1, 2, and 5 all result in failing traffic operations at the intersection and they also create significant safety concerns with the unrestricted turn movements.

An overview of each option along with the respective pros and cons are provided below (layouts are attached separately):

Option 1

- Provides full access for all turning movements at Broad Street with a raised median
- Broad Street east of Racine Street remains one-way eastbound
- Along with option 3, this has greatest real estate impact on north side of river
- **Traffic operation for EB Broad Street has a failing level of service with this option. There is also significant safety concern with unrestricted turning movements at this intersection.**
- No pedestrian crossing on south leg of Broad Street intersection due to length of crossing, limited refuge width in median, and other nearby crossing options

Option 2

- Provides full access for all turning movements at Broad Street without a raised median
- Broad Street east of Racine Street remains one-way eastbound
- Sidewalk along east side north of Broad Street remains close to existing location but this option has no terrace which creates issues for utilities, signing, and snow storage
- **Traffic operation for EB Broad Street has a failing level of service with this option. There is also significant safety concern with unrestricted turning movements at this intersection.**
- No pedestrian crossing on south leg of Broad Street intersection due to length of crossing, limited refuge width in median, and other nearby crossing options

Option 3

- Includes a raised median and restricts Broad Street to right-in, right-out with SB left-turn for Racine Street
- Broad Street east of Racine Street remains one-way eastbound
- Along with option 1, this has greatest real estate impact on north side of river
- **Raised median through the intersection restricts some turn movements but provides a significant overall improvement in traffic flow and intersection safety. Any restricted turn movements can be accommodated via adjacent local street system (1st Street on the north or the new Main Street roundabout on the south).**
- Pedestrian crossings are provided on all four legs of the intersection. Raised median also provides for improved pedestrian safety, especially on south side with the wider median.



Broad Street Intersection Alternative Memo

ID 4992-03-00, Racine Street Bridge, City of Menasha

Option 4

- Includes a raised median and restricts Broad Street to right-in, right-out only (no left turns)
- Broad Street east of Racine Street becomes a two-way street
- Sidewalk along east side north of Broad Street remains close to existing location and includes 1.5' planting terrace - narrow terrace creates issues for utilities, signing, and snow storage
- **Raised median through the intersection restricts some turn movements but provides a significant overall improvement in traffic flow and intersection safety. Any restricted turn movements can be accommodated via adjacent local street system (1st Street on the north or the new Main Street roundabout on the south).**
- Pedestrian crossings are provided on all four legs of the intersection. Raised median also provides for improved pedestrian safety with a wide refuge area on both sides of intersection.

Option 5

- Provides all turn movements at Broad Street but no designated SB left turn lane and no physical separation for NB left turn
- Broad Street east of Racine Street becomes a two-way street
- Sidewalk along east side north of Broad Street remains close to existing location but this option has no terrace which creates issues for utilities, signing, and snow storage
- **Traffic operation for both EB and WB Broad Street has a failing level of service with this option. There is also significant safety concern with unrestricted turning movements at this intersection.**
- No pedestrian crossing on south leg of Broad Street intersection due to length of crossing, limited refuge width in median, and other nearby crossing options



1ST STREET

RACINE STREET

BROAD STREET

MAIN STREET



1ST STREET

RACINE STREET

BROAD STREET

MAIN STREET



Option #4

Broad Street Right-In, Right-Out with full median



Option #5

Broad Street Full access without median and no SB Left Turn



1ST STREET

RACINE STREET

BROAD STREET

MAIN STREET



MEMORANDUM

Date: January 21, 2019

To: Board of Public Works

From: Community Development Department/SS

Re: **CSM Review – Lot Line Adjustment – 140 Main Street (#2-00060-00 and #2-00058-00)**

Per the approval of the disposition of 140 Main Street by the Common Council on November 6, 2017 a condition was made that the eastern property line be adjusted to align with the building edge leaving the mural within the City right-of-way. While this CSM has had some setbacks, it was presented to Plan Commission at the December 4th, 2018 meeting and approved on January 8, 2019.

As stated this proposed CSM would adjust the side lot line of 140 Main Street and dedicate Lot 2 to public right-of-way. The east lot line between 140 Main Street and Parcel #2-00058-00 (Curtis Reed Square) would be adjusted to include the mural on 140 Main Street in Lot 2. Lot 2 will then officially be dedicated to the public and the mural will be maintained by the City of Menasha. Currently Curtis Reed Square and the surrounding street are already used as public space. So dedicating this area to the public will not change how the space is currently being used.

Both properties are zoned Central Business District (C-2), which allows for mixed use and commercial developments. 140 Main Street is currently 12,273 square feet and Curtis Reed Square is 10,636 square feet. The newly adjusted lots will be 12,192 square feet and 16,100 square feet, respectively.

The size, setbacks, and dimension requirements would meet the city standards for C-2 Central Business District. Furthermore, the proposed CSM will not create and zoning nonconformities and is consistent with the City of Menasha Comprehensive Plan.

The Plan Commission motioned to recommend approval of the Certified Survey Map and adjust the lot lines at 140 Main Street and Curtis Reed Square (#2-000600-00 and 2-00058-00) with the following findings:

- There is a long tradition of Curtis Reed Square being within the right-of-way.
- Keeping the Square in right-of-way maintains a frontage along the south façade 150 Main Street.

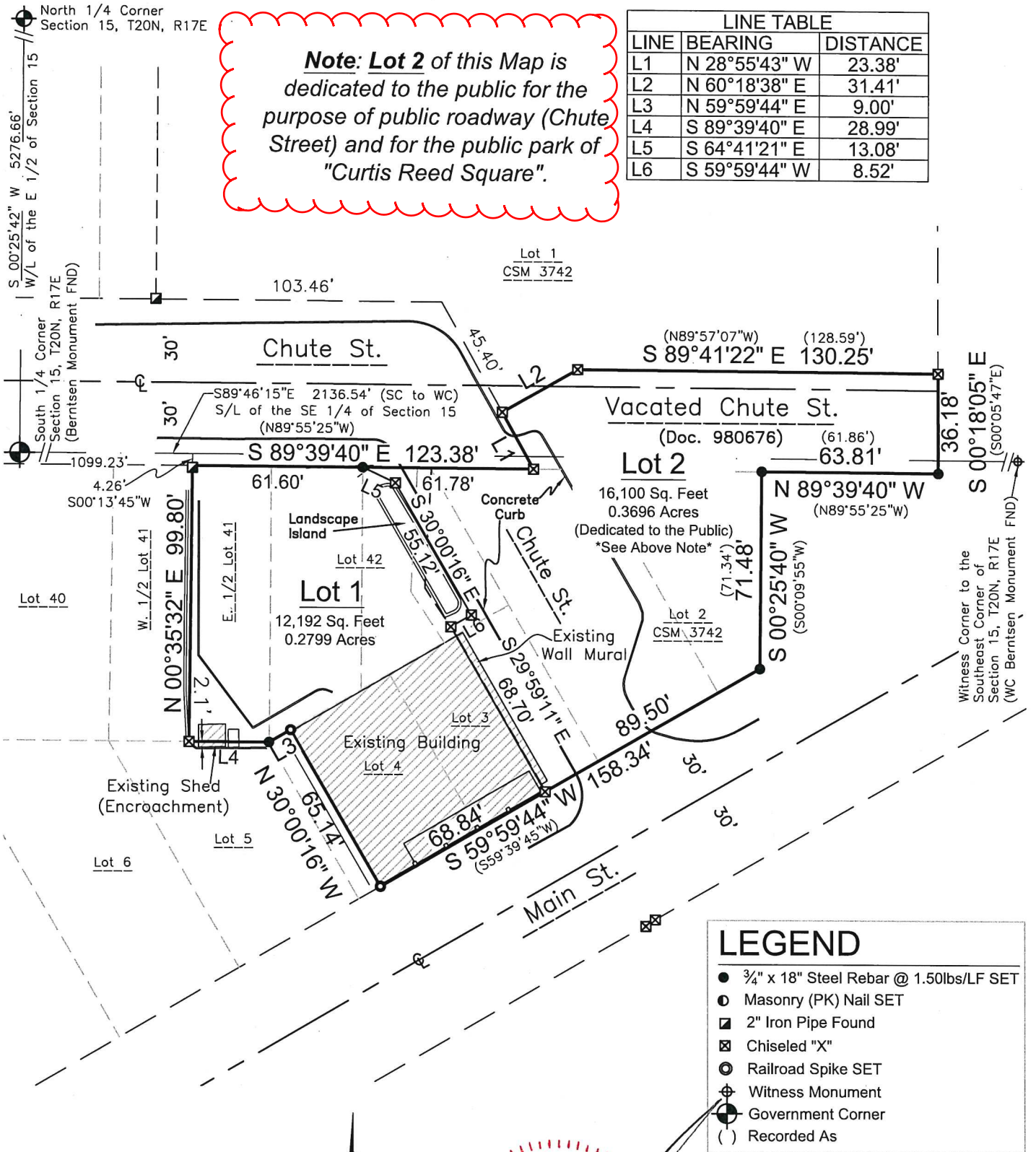
- Resolution R-03-04 granted management authority of Curtis Reed Square to the Parks and Recreation Department. This would allow the Parks and Recreation Department authority of maintenance and rental agreements at Curtis Reed Square.

Recommend approval of the Certified Survey Map adjusting the lot lines at 140 Main Street (parcel #2-00060-00) and dedicating the Curtis Reed Square property (parcel #2-00058-00) with the following findings:

- There is a long tradition of Curtis Reed Square being within the right-of-way.
- Keeping the Square in right-of-way maintains a frontage along the south façade 150 Main Street.
- Resolution R-03-04 granted management authority of Curtis Reed Square to the Parks and Recreation Department. This would allow the Parks and Recreation Department authority of maintenance and rental agreements at Curtis Reed Square.

Certified Survey Map No. _____

All of Lot 2 of Certified Survey Map 3742; and All of Lots 3 and 42, and Part of Lots 41 and 4, all of Block 7 of the Plat of the Town of Menasha per the Assessor's Map of 1925; and the South 1/2 of the Vacated Chute Street; ALL being in the Second Ward (previously known as being in the First Ward), in the City of Menasha, Winnebago County, Wisconsin.



SCOTT R. ANDERSEN
S-3169
QIMRO
WI

Scott R. Andersen, Professional Land Surveyor No. S-3169 Date 11/26/18



Davel Engineering & Environmental, Inc.
Civil Engineers and
Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-991-1866, Fax 920-830-9595

Survey for:
City of Menasha
100 Main Street
Menasha, WI 54952

Drafted by: scott
Sheet : 1 of 4

Certified Survey Map No. _____


All of Lot 2 of Certified Survey Map 3742; and All of Lots 3 and 42, and Part of Lots 41 and 4, all of Block 7 of the Plat of the Town of Menasha per the Assessor's Map of 1925; and the South 1/2 of the Vacated Chute Street; ALL being in the Second Ward (previously known as being in the First Ward), in the City of Menasha, Winnebago County, Wisconsin.

Surveyor's Certificate

I, Scott R. Andersen, Professional land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Menasha, and under the direction of the City of Menasha, the property owners of said land, I have surveyed divided and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is All of Lot 2 of Certified Survey Map 3742; and All of Lots 3 and 42, and Part of Lots 41 and 4, all of Block 7 of the Plat of the Town of Menasha per the Assessor's Map of 1925; and the South 1/2 of the Vacated Chute Street; ALL being in the Second Ward (previously known as being in the First Ward), in the City of Menasha, Winnebago County, Wisconsin. Said land is to be located in Northeast 1/4 of Section 22, Township 20 North, Range 17 East, City of Menasha, Winnebago County, Wisconsin, containing 28,292 Square Feet (0.6495 Acres) of land described as follows:

Commencing at the South 1/4 corner of Section 15; thence, along the South line of the Southeast 1/4 of said Section 15, S89°46'15"E, 1099.23 feet; thence, S00°13'45"W 4.26 feet to the South right of way of Chute Street and to the North line Block 7 of the Plat of the Town of Menasha per the Assessor's Map of 1925, and to the point of beginning; thence, S89°39'40"E along said South right of way line and North line of Said Block 7, 123.38 feet; thence, N28°55'43"W, 23.38 feet to the south line of Lot 1 of Certified Survey Map No. 3742; thence, N60°18'38"E along said south line of said Lot 1, 31.41 feet; thence, S89°41'22"E along said south line of said Lot 1, 130.25 feet; thence, S00°18'05"E, 36.18 feet to the south line of Vacated Chute Street as described in Doc No. 980676 as recorded in the Winnebago Co. Register of Deeds office; thence, N89°39'40"W along said south line, 63.81 feet to the East line of Lot 2 of Certified Survey Map No. 3742; thence, S00°25'40"W along said East line of Said Lot 2, 71.48 feet to the Northwestern right of way of Main Street, said right of way being the same as the Southeasterly line of previously mentioned Block 7; thence, S59°59'44"W along said right of way line, 158.34 feet; thence, N30°00'16"W, 65.14 feet; thence S59°59'44"W, 9.00 feet; thence, N89°39'40"W, 28.99 feet; thence, N00°35'32"E, 99.80 feet to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this 29 day of November, 2018.


Scott R. Andersen, Wisconsin Professional Land Surveyor No. S-3169

Certified Survey Map No. _____

All of Lot 2 of Certified Survey Map 3742; and All of Lots 3 and 42, and Part of Lots 41 and 4, all of Block 7 of the Plat of the Town of Menasha per the Assessor's Map of 1925; and the South 1/2 of the Vacated Chute Street; ALL being in the Second Ward (previously known as being in the First Ward), in the City of Menasha, Winnebago County, Wisconsin.

Owner's Certificate

The City of Menasha, a Wisconsin Municipal Corporation duly organized and existing under and by virtue of the Laws of the State of Wisconsin, as the property owner, does hereby certify that we caused the land above described to be surveyed, divided, mapped and dedicated all as shown and represented on this map.

Dated this _____ day of _____, 20_____


Donald Merkes
Mayor

Deborah Galeazzi
City Clerk

State of Wisconsin)
)SS
_____ County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

Notary Public, Wisconsin My Commission Expires _____

The red circular seal contains the text: WISCONSIN, SCOTT R. ANDERSEN, S-3169, QMRD, VI. To the right of the seal is the handwritten date 11/21/18.

Scott R. Andersen Professional Land Surveyor No. S-3169 Date

Certified Survey Map No. _____

All of Lot 2 of Certified Survey Map 3742; and All of Lots 3 and 42, and Part of Lots 41 and 4, all of Block 7 of the Plat of the Town of Menasha per the Assessor's Map of 1925; and the South 1/2 of the Vacated Chute Street; ALL being in the Second Ward (previously known as being in the First Ward), in the City of Menasha, Winnebago County, Wisconsin.

Common Council Resolution

Resolved, that this certified survey map in the City of Menasha, Winnebago County, The City of Menasha, the property owners, is hereby approved by the Common Council of the City of Menasha.

Donald Merkes
Mayor

Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Common Council of the City of Menasha.

Deborah Galeazzi
City Clerk

Date

Treasurers' Certificate

I, being the duly elected, qualified and acting Treasurers of the City of Menasha, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

John Jacobs
City Treasurer

Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

the property owner of record:	Recording Information:	Parcel Number(s):
City of Menasha	Doc. No. 643961	720006000
City of Menasha	Doc. No. _____	720005800



Scott R. Andersen Professional Land Surveyor No. S-3169 Date 11/21/18



RESOLUTION R-1-19

A PRELIMINARY RESOLUTION DECLARING INTENT TO EXERCISE SPECIAL ASSESSMENT POWERS UNDER SECTION 66.0703, WISCONSIN STATUTES

Introduced by

RESOLVED, by the Common Council of the City of Menasha, Wisconsin:

1. The Common Council hereby declares its intention to exercise its powers under Section 66.0703, Wisconsin Statutes, to levy special assessments upon property within the following described area for benefits conferred upon such property by improvement of the following:

A. Improvements

1. Concrete Curb and Gutter
2. 4" Thick Asphaltic Concrete Pavement
3. 8" Thick Concrete Pavement with Integral Curb and Gutter
4. Various Associated Items

B. Location of Improvements

1. Parcel numbers 70005212, 70005214, 70005216, 70005217, 70000101, 70000102, 70000103, 70000104, 70000105, 70000106, 70000107, 70000108, 70000109, 70000110, 70000111, 70000112, 70000113, 70000114, 70000115, 70000117, 70000118, 70000119, 70001102, 70005004, 70005203, 70005211 and 70005400

2. The total amount assessed against such improvements shall not exceed the total cost of the improvements. The Common Council determines that such improvements shall be made under the police power, and the amount assessed against each parcel shall be on a cost per front foot, area, or unit cost basis.

3. That the assessment against any parcel shall be paid in accordance with Section 3-2-14 of the Menasha Municipal Code.

4. The Board of Public Works is directed to compile a report consisting of:

- A. Plans and Specifications of said improvements.
- B. A summary of the allotted cost of the said improvements.
- C. A schedule of proposed assessments showing the properties which are benefited by the improvement.

Upon completing such report, the Board of Public Works is directed to file a copy thereof in the City Clerk's Office for public inspection.

5. Upon receiving the report of the Board of Public Works, the City Clerk is directed to give notice of a public hearing on such report as specified in Section 66.0703(7)(a), Wisconsin Statutes. The hearing shall be held in the Council Chambers at the City Hall at a time set by the City Clerk in accordance with Section 66.0703(7)(a), Wisconsin Statutes.

6. The notice and hearing requirements under paragraph 5 do not apply if they are waived, in writing, by all the owners of property affected by the special assessment, as specified in Section 66.0703(7)(b), Wisconsin Statutes.

Passed and approved this ____ day of _____, 2019.

Recommended by:

Motion/Second:

Vote: _____

Pass/Fail: _____

Requires: __ Majority Vote
 __ 2/3 Vote

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk