

CITY OF WATERLOO PUBLIC WORKS & PROPERTY COMMITTEE
MEETING MINUTES: November 1, 2018

1. CALL TO ORDER AND ROLL CALL. Committee Chair Springer called the meeting to order at 6:00 p.m. in the Council Chambers. Committee members present: Springer, Stinnett and Osborn. Absent: none. Others attending: Public Works Director Chad Yerges; Mitch Leisses of Kunkel Engineering Group; Utility Superintendent Barry Sorenson; Deputy Clerk/Treasurer Kawula; Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: August 2, 2018 (No Quorum September 6, 2018). MOTION: Moved by Stinnett, seconded by Osborn to approve the August 2, 2018 meeting minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENTS. None.
4. 2018 PROJECT/PROGRAM STATUS UPDATES. Noted.
5. UNFINISHED BUSINESS
 - a. Discussion/Recommendation - 2019 Street & Utilities Reconstruction Of Edison Street / Franklin Street – Review Of Cost Estimates And Preliminary Design Overview. DISCUSSION: Leisses said the estimate has not changed. Leisses confirmed the project was to be done in one phase not two. He said plans and specifications were close to completion. He said permits have been secured for water, sewer and the notice of intent for storm water. No action taken.
6. NEW BUSINESS
 - a. Discussion/Recommendation - Revising The Special Assessment Policy. DISCUSSION: Leisses said preliminary assessment work has been done for Edison/Franklin taking into consideration corner lots. A final assessment report would need to be completed and a special assessment public hearing would be held. Leisses mentioned information from Mayville and West Bend providing highlights from each. Hansen said the Edison/Franklin special assessments roughly amounted to an additional sum comparable to one year's property tax. Hansen noted inconsistency in the past pattern of deciding to make special assessments. Leisses said other communities assess for driveway aprons, but assessment for existing asphalt roadway was not permitted by state statutes. In response to an Osborn question, Leisses said the preliminary report measurements should be for four-foot wide sidewalk where it existed. Springer suggested the matter of an ordinance change be referred to the Plan Commission. In response to a Stinnett question about missing addresses, Leisses said all parcels should be accounted for and assessments go to the property owners, some of which may not reside at the address. Regarding Franklin Street, Leisses said, after consulting with Yerges, sidewalk would be only on the side where it now exists. Newer Franklin Street sidewalk could remain if it matched the grade and didn't need to be removed to update utility laterals. Hansen said sidewalk abutting the Meier property (PIN 290-0813-0644-020) may also be retained as it was new and didn't involve laterals. MOTION: Moved by Stinnett, seconded by Osborn to forward consideration of an ordinance change to the Plan Commission. VOICE VOTE: Motion carried.
 - b. Discussion/Recommendation - Considering A Sidewalk Special Assessment For The 2019 Street & Utilities Reconstruction of Edison Street / Franklin Street. DISCUSSION: Leisses asked if the assessment should take place with the current policy.
 - i. Engineer's Draft. No action taken.
 - c. Discussion – Review of Scope Of Work And Revised Cost Estimates, Adams Street Reconstruction. DISCUSSION: A revised Adams Street estimate was provided by Kunkel Engineering. Hansen said the Finance, Insurance & Personnel Committee had recommended, as part of its 2019 budget recommendation, moving Adams Street to 2021 in order to get 2019 road funding to work. Leisses described the Adams Street project as a complete utility and street reconstruction with additional drainage along the backsides of the curb due to a high water table. This would be done to help direct ground water to the storm sewer rather than allowing it under the base of the road. Railroad Avenue was given as an example of the construction type described. In response to a Stinnett question about semi-trucks on Adams, Leisses said a design like Railroad Avenue with a thicker stone road base would be included. Yerges said five inches of asphalt would be used just like Railroad Avenue. No action taken.
 - d. Discussion – Updating 2016-2023 Street & Utility Project Schedule. DISCUSSION: Springer noted the Finance Committee recommendation. Handouts included a sheet showing when the Committee last updated the schedule, and showed a citywide PASER rating sheet, which Leisses described. Leisses advised looking at where water main breaks had occurred and consulting with

Waterloo Utilities on road decisions. Springer said decisions could not be made other than the 2020 decision. He suggested getting the current project started. Sorenson said whatever streets are on the list, the Utility would be reconstructing utilities. Leisses said the Inflow and Infiltration Study items have been addressed. Sorenson said he and Yerges could identify and recommend streets for future repair. No action taken.

- e. Discussion/Recommendation – Mill Street & Cleveland Street Parking Arrangement.
DISCUSSION: Springer said parking recommendations should be done by the Public Safety & Health Committee. MOTION: Moved by Stinnett, seconded by Osborn to refer the matter to the Public Safety & Health Committee. VOICE VOTE: Motion carried.

7. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

- a. Road Maintenance Agreements With Adjacent Townships

- 8. ADJOURNMENT. MOTION: Moved by Stinnett, seconded by Osborn to adjourn. The time was approximately 6:35 pm. Motion carried.



Attest:

Mo Hansen

Clerk/Treasurer