

156 East First Street  
New Richmond, WI 54017  
Ph 715-246-4268 Fax 715-246-7129  
www.newrichmondwi.gov

**December 1, 2016**

**TO ALL MEMBERS OF THE PUBLIC WORKS COMMITTEE:**

**Ron Volkert  
Jim Zajkowski  
Craig Kittel**

**There will be a meeting of the Public Works Committee on Monday, December 5, 2016, at 3:00 p.m. in the ED Lab of the Civic Center, 156 East First Street, New Richmond.**

**AGENDA:**

- 1. Roll Call**
- 2. Adoption of Agenda**
- 3. Approval of minutes from the previous meeting, July 12, 2016**
- 4. Girl Scout Silver Award Project**
- 5. On-Street Handicapped Sign – 227 South Green Avenue**
- 6. On-Street Handicapped Sign – 209 East Second Street**
- 7. Alano Club Signage**
- 8. Uncontrolled Intersections**
- 9. Arch Avenue Intersections/Multi-Way Stop**
- 10. Vision Triangle Trimming**
- 11. Alley Inventory**
- 12. North Fourth Street/Doughboy Trail Design**
- 13. Communications and Miscellaneous**
- 14. Adjournment**

**Jeremiah Wendt,  
Director of Public Works**

A majority of the members of the New Richmond City Council may be present at the above meeting.

Pursuant to State ex rel. Badke v. Greendale Village Board, 173 Wis. 2d 553, 494 N.W. 2<sup>nd</sup> 408 (1993) such attendance may be considered a meeting of the City Council and must be noticed as such, although the Council will not take action at this meeting.

**Copies:**

**Fred Horne  
The News  
City of New Richmond Website**

**Jim VanderWyst  
Northwest Community Communications**

## PUBLIC WORKS COMMITTEE MEETING

July 12, 2016

Members Present: Jim Zajkowski, Craig Kittel and Ron Volkert

Others Present: Jeremiah Wendt, Mike Darrow, Michael Mroz, Noah Wiedenfeld and Jeanne Bergman

Ron Volkert moved to adopt the agenda as presented, seconded by Craig Kittel and carried.

Craig Kittel moved to approve the minutes from the January 18, 2016 meeting, seconded by Ron Volkert and carried.

**Paperjack Creek Trail Fence:** The eastern extent of the 2016 Paperjack Drive project ends at the southern trailhead of the Paperjack Creek Trail. In order to make for a more well-defined and aesthetically pleasing trailhead area, residents have inquired about the possibility of the City adding a decorative fence in this area. The trail runs very close to a private garden and backyard area for the first 160', and a split-rail fence would maintain the aesthetic value of that area from the trail while defining the trail area and discouraging users from leaving the trail. Discussion followed on the need for a fence in this area and who should be responsible for the cost. Craig Kittel moved to approve the Paperjack Creek Trail fence at a 50/50 split (between homeowner and the City) of fencing costs with City staff labor involved, seconded by Jim Zajkowski and carried.

**Alleys:** The City has approximately 8,500 linear feet (1-½ to 2 miles) of alleys, located primarily in the older part of the City, west of Knowles Avenue. Surfacing on the current alleys varies from gravel to asphalt. Where the alleys do not have an asphalt surface, the condition is very poor and in many cases has deteriorated to the point where plows, garbage trucks and residential vehicles have difficulty navigating the alley. Discussion took place on alley maintenance and abandoning alleys with little use. Jeremiah Wendt was asked to inventory the alleys and report back with their current condition. Repair and maintenance of the alleys will be added to the 2017 budget.

**Street Naming:** City Council has approved construction of a new street connecting Madison and Cernohous Avenue, approximately 350' north of West Richmond Way. The theme of streets in this area has been US presidents and New Richmond mayors. Jim Zajkowski moved to name this new road "Harrison Street", seconded by Craig Kittel and carried.

**Jug Handle Update:** City and DOT staff has been working cooperatively over the last several months to develop alternative plans for the future of the intersection of STH 65 and North Fourth/Wall Street. Jeremiah reviewed the revised plan and its variations. There will be an open house on July 13<sup>th</sup> from 4-6 p.m. to discuss the plan and alternative ideas with the surrounding property owners. Feedback from the open house will be shared at the August City Council meeting.

**Overhead Street Signs:** Staff has received requests from residents and visitors to have overhead street signs on Knowles Avenue at the intersections controlled by traffic signals. City staff is proposing a total of 14 signs, two at each intersection, at an approximate cost of \$2,000. Craig Kittel moved to order the signs this year, if the 2016 budget allows, or budget for this in 2017. Motion seconded by Jim Zajkowski and carried.

**Compost Site Hours:** City residents have requested more user-friendly hours at the compost site. City staff has experimented with leaving the site open overnight and weekends with minimal detrimental effect. Discussion followed on extending the hours. Jim Zajkowski moved to open the compost site from 8 a.m. to sunset, seven days a week, seconded by Ron Volkert and carried. If problems occur, more signage will be added.

**Intersection of Hamilton Avenue and West Richmond Way:** With the continued development in the West Richmond Way area, traffic congestion has become more pronounced at the intersection of Hamilton Avenue and West Richmond Way. Because of the proximity to the traffic signals on STH 65/Knowles Avenue, signaling this intersection is not an option. The next step in minimizing conflicts would be to restrict left turns from Hamilton Avenue and the Walmart parking lot or close the median in the middle of the intersection. This closure would have the effect of eliminating the left turns out, but also the left turns into Hamilton Avenue and Walmart. Before any action is taken, staff will visit with businesses in this area for their feedback and report back to the committee. A full signage plan for this area will be addressed. Staff recommends a phased approach to control conflicts at this intersection, with the first phase being to restrict left turns, and a future phase to include closure of the median.

**Jake Break Signage:** A resident in the Evergreen Valley subdivision has requested the installation of signs on CTH A, near West Richmond Way, that say “No Engine Braking Except in Emergency”. City staff has discussed with the County highway engineer and received approval to have the County install these signs, as this area is a County highway and not a City Street. Craig Kittel moved to direct the County to install the signage detailed above, on County Road A, as it enters the City limits, seconded by Jim Zajkowski and carried.

**Golf Club Informational Signs:** The New Richmond Golf Club has requested wayfinding signage to direct the public to their facility. The current layout of some private driveways is causing confusion resulting in people entering these driveways. Homeowners are trying to correct the problem by putting up their own signs. The wayfinding signage would be installed at the City’s expense. Staff is proposing informational signage placed at the following locations:

- On CTH A just south of the tee intersection with Business 64, facing northbound traffic. “New Richmond Golf Club” with a left arrow.
- On CTH A/Business 64 just east of the bridge, facing westbound traffic. “New Richmond Golf Club” with a straight arrow
- On CTH A/Business 64 just east of the intersection with CTH K, facing westbound traffic. “New Richmond Golf Club” with a right arrow.

Craig Kittel moved to place signage as described above, seconded by Jim Zajkowski and carried. Jeremiah will order the new signs and contact Gary Knutson from Richmond Township and ask homeowners to remove their signs.

**Intersection Visibility:** Staff has received several complaints about intersection visibility this season. Jeremiah explained the Vision Triangle Ordinance. Discussion took place on problem areas which are possibly in conflict with City Ordinances. Intersection visibility is considered a safety issue. Committee members were comfortable with the current ordinances and asked Jeremiah to continue to enforce them. Craig Yehlik will be asked to have his officer’s document any unsafe intersections not already reported.

**Tree Ordinance:** Jeremiah is the current City Forester and makes the decision to remove or have removed any trees which endanger the general public or other trees, plants or shrubs. City Ordinance states costs connected to tree removal are the responsibility of the owner of the property and/or abutting property owner. Discussion followed. Jeremiah and Noah Wiedenfeld were asked to review other community’s tree ordinances and report their findings at the next City Council work session in August.

**Communication and Miscellaneous:** None

Craig Kittel moved to adjourn the meeting, seconded by Ron Volkert and carried.

Meeting adjourned at 4:40 p.m.

Minutes submitted by Jeanne Bergman



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**MEMORANDUM**

**TO:** Public Works Committee

**FROM:** Jeremiah J. Wendt, PE, Director of Public Works

**DATE:** December 1<sup>st</sup>, 2016

**SUBJECT:** Girl Scout Silver Award Project – Storm Sewer Inlets

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Sarah Molohon, a member of the local Girl Scout troop, will be at the meeting to present her idea for a Silver Award Project that would involve painting storm sewer inlets with a reminder that they drain to the river.



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## MEMORANDUM

**TO:** Public Works Committee  
**FROM:** Jeremiah J. Wendt, PE, Director of Public Works  
**DATE:** December 1<sup>st</sup>, 2016  
**SUBJECT:** On-Street Handicapped Sign – 227 S Green Avenue

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### Background

A City resident at 227 S Green Avenue has requested the installation of an on-street handicapped parking space in front of the residence to allow for pick-up and drop-off of a disabled resident. The City does have some on-street handicapped parking spaces (such as at the library), but not typically in residential areas.

Other cities do allow for the installation of on-street residential handicapped parking based on requests from residents. Attached is an example policy/application for the City of St. Paul.

### Recommendation

Staff recommends approval of the handicapped parking space at 227 S Green Avenue.



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## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Jeremiah J. Wendt, PE, Director of Public Works

**DATE:** December 1<sup>st</sup>, 2016

**SUBJECT:** On-Street Handicapped Sign – 209 E 2<sup>nd</sup> Street

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### Background

The United Methodist Church at 209 E 2<sup>nd</sup> Street has requested the installation of two on-street handicapped parking spaces in front of the church to allow for pick-up and drop-off of disabled parishoners. The City does have some on-street handicapped parking spaces (such as at the library) in other locations.

### Recommendation

Staff recommends approval of the handicapped parking spaces at 209 E 2<sup>nd</sup> Street.

**Residential Disabled Parking Zone Application**  
**Traffic Division, Department of Public Works, City of St Paul**

Mail application to: Traffic Division, 800 City Hall Annex, 25 West 4<sup>th</sup> Street, Saint Paul, MN 55102-1660

The following policy concerns the installation of disabled parking signs at a residential property:

1. The applicant must have a valid disability permit or plate from the State.
2. The applicant must show that he/she does not have any accessible space available on the residential property and that parking availability near the residence is limited. Residents requesting disability parking zones should consider any inconvenience that may result to neighboring residents. Zones that are frequently occupied are more accepted in neighborhoods than zones that are commonly empty.
3. If the application is filled out by a tenant, the consent of the property owner will be required.
4. The space requested shall be in front of the residence requesting access and there shall not be any conflict with traffic lanes or safety zones. All other street regulations will apply.
5. The space identified on-street will not be for the exclusive use of the resident but for any user with a valid permit or plate. The space may be used as a pick-up/drop off zone by authorized vehicles for applicant.
6. Any adjacent ADA spaces must be identified on the petition. Where there are multiple zones and/or high potential for conflicts with use it may be necessary to establish a passenger loading zone in lieu of an ADA parking space for general use.
7. The applicant is responsible for the cost to make and install the signs. The signs will typically be installed within 2-3 weeks after receipt of payment.

**If the request is approved, the Traffic Division will notify the applicant of the layout of the zone and cost to create the zone. (A resident will pay 50% of the cost for installation.)**

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Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone # (Home): \_\_\_\_\_ (Work): \_\_\_\_\_

Disabled Parking Certificate # \_\_\_\_\_

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

Disability License Plate # (If Applicable): \_\_\_\_\_

Please describe the nature of your disability:

What parking space is available at this address: Garage? Driveway? Other space?

What is the parking problem you are having with parking on-street and how are you dealing with it?

Who will use the zone? How will it be used? How often will it be used?

If you intend to use the zone as a pick-up/drop-off point, approximately how many times per week do you expect the zone to be used?

Do you anticipate any objections to the zone by neighbors? Why/why not?

Do you own your home or are you a renter?

**IF you are NOT a renter, proceed to the sketch portion of this page**

**IF YOU ARE A RENTER:**

Approximately how many rental units are in your building?

Is there a parking lot provided for tenants? Is other off-street parking available?

Are there designated disabled parking spaces in the parking lot? Explain:

Property owner  
signature: \_\_\_\_\_ Telephone #: \_\_\_\_\_

**Sketch:**

Draw in a simple sketch to indicate the desired location for the zone. Show your residence, including any entryways that must be used and the streets which border your residence. (It is also helpful to show any trees, light posts, or signs that may be in place.)

The sketch area is a large rectangle. On the left side, there is a vertical line with the text 'Street Name:' written vertically next to it. On the right side, there is another vertical line with the text 'Street Name:' written vertically next to it. At the bottom, there is a horizontal line with the text 'Street Name:' written below it. The interior of the rectangle is blank, intended for a hand-drawn sketch of a residence and its surroundings.

**If you have any questions about completing the sketch, please call the Traffic Engineering office at 266-6200.**



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## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Jeremiah J. Wendt, PE, Director of Public Works

**DATE:** December 1<sup>st</sup>, 2016

**SUBJECT:** Alano Club Signage

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### **Background**

The New Richmond Alano Club has requested blue informational signage to provide wayfinding to their facility located at 1448 N 4<sup>th</sup> Street in New Richmond. Historically, the City has allowed similar signage for groups such as churches, the Centre, the New Richmond Golf Club, and others.

### **Recommendation**

Staff recommends approval of the Alano Club signage. Specific sign locations will be discussed at the meeting, and coordinated with the Alano Club.



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## MEMORANDUM

**TO:** Public Works Committee  
**FROM:** Jeremiah J. Wendt, PE, Director of Public Works  
**DATE:** December 1<sup>st</sup>, 2016  
**SUBJECT:** Uncontrolled Intersections

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### Background

Staff received a request from a resident to consider the installation of a stop sign at the intersection of Derrick Drive and Meadowlark Lane – a three-way uncontrolled intersection. The City has many similar uncontrolled intersections in place. The Institute of Traffic Engineers has general conditions for allowing uncontrolled intersections as follows:

- Adequate sight distance along the approach and at the intersection to all other legs of the intersection.
- Very low traffic volume—less than 400 vehicles per day for both connecting roads.
- Residential street network meeting both of the above conditions.

The intersection in question meets these three criteria, but that does not in itself imply that the intersection should remain uncontrolled. The conditions that would call for a yield or stop sign should also be considered. The conditions for installation of a yield sign include:

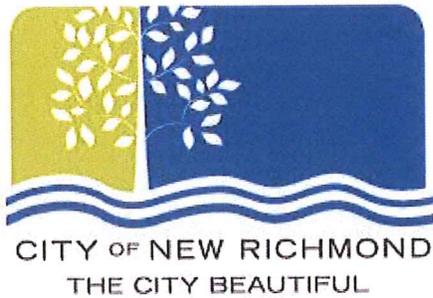
- On the approaches to a through street or highway where conditions are such that a full stop is not always required.
- At the second crossroad of a divided highway, where the median width at the intersection is 30 feet or greater.
- For a channelized turn lane that is separated from the adjacent travel lanes by an island, even if the adjacent lanes at the intersection are controlled by a highway traffic control signal or by a STOP sign.
- At an intersection where a special problem exists and where engineering judgment indicates the problem to be susceptible to correction by the use of a YIELD sign.
- Facing the entering roadway for a merge-type movement if engineering judgment indicates the control is needed because acceleration geometry and/or sight distance is not adequate for merging traffic operation.

The conditions for installation of a stop sign include:

- The vehicular traffic volumes on the through street or highway exceed 6,000 vehicles per day;
- A restricted view exists that requires road users to stop in order to adequately observe conflicting traffic on the through street or highway; and/or
- Crash records indicate that three or more crashes that are susceptible to correction by the installation of a STOP sign have been reported within a 12-month period, or that five or more such crashes have been reported within a 2-year period. Such crashes include right-angle collisions involving road users on the minor-street approach failing to yield the right-of-way to traffic on the through street or highway.

**Recommendation**

The intersection in question does not meet any of the conditions for installation of a yield sign or stop sign, and meets all of the conditions for an uncontrolled intersection. As such, staff recommends that the intersection, and many others like it throughout the City remain uncontrolled unless and until one or more conditions for installation of a stop sign are met.



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## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Jeremiah J. Wendt, PE, Director of Public Works; Glen Van Wormer, SEH

**DATE:** December 1<sup>st</sup>, 2016

**SUBJECT:** Arch Avenue Intersections/Multi-Way Stop

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### Background

The City of New Richmond received a request to install stop signs on Arch Ave in the vicinity of 4<sup>th</sup> Street to control speeding. To evaluate the concern and the request, traffic counts were made on Arch Ave and on 4<sup>th</sup> Street in October and November 2016, and observations of traffic made on different occasions.

### **Stop signs as speed control devices:**

Stop signs are often thought to be a method to control speeds along streets. Motorists are expected to slow when approaching a stop sign, stop, and accelerate from the sign, maintaining a slower speed. Many studies have been made of these installations and virtually all have shown speeds have actually increased along the street.

The studies measured speed of motorists 200 to 500 feet from an intersection when there was no stop sign for them, and again after a stop sign was installed on their approach to the intersection. Speeds generally increased about 2 mph in most studies, including several in the Twin Cities area.

Motorists leaving a stop sign generally accelerate to a speed and then adjust to the speed they are comfortable at, which is usually close to the speed limit. For low speed limit areas in urban environments, the adjustment is usually a drop back towards the speed as there is a tendency to over accelerate. This seems to be especially true when the motorist does not see a reason for the stop sign, and feels the stop is unnecessary. Often the motorist does not fully drop back to the speed limit, resulting in the increase in speeds.

Stop signs at intersections where the need is not obvious usually are subject to a higher rate of stop sign violations. Motorists who frequently travel past a stop sign without seeing a conflict have a tendency to roll or even just slow slightly for the stop sign, creating a new hazard at the intersection.

The Manual on Uniform Traffic Control Devices (MUTCD), referenced in state laws, specifically states, “A Yield or Stop sign should not be used for speed control.” This was in response to the studies and data that showed the problems created by the use of a stop sign for control of speed.

#### **Warrants for Multi-Way Stop Control:**

Recognizing the pressure to install a stop sign “for safety” and understanding the negative results of actual stop sign installations, the MUTCD has provided conditions for the installation of multi-way stop sign installations.

The traffic volume “warrant” requires that the major street have an approach volume of at least 300 vehicles per hour for 8 different hours of a day and that the minor street have a volume of at least 200 vehicles per hour for the same 8 hours and that the average delay for the minor street vehicles is at least 30 seconds in the highest volume hour.

Arch Ave at 4<sup>th</sup> St has an average daily approach volume of 2,450 vehicles (24 hours). Since the 8 hour requirement of 300 vehicles would need 2,400 vehicles for just the eight hours, the first part of the volume warrant would not be met. The eastbound approach on 4<sup>th</sup> Street has a volume of just under 1,150 vehicles, below the 1,600 needed for the 8 hours in the volume warrant for the minor street. Observations at the intersection do not show delays approaching 30 seconds at any time, much less averaging that amount. The intersection is not close to meeting the volume conditions provided in the MUTCD.

Installing an all way stop control at the intersection of Arch Ave and 4<sup>th</sup> Street would not reduce speeds along Arch Ave, would create a new problem of stop sign violations, and would not be consistent with the MUTCD.

Since the traffic volumes on Arch Ave at 3<sup>rd</sup> Street are about the same as at 4<sup>th</sup> Street, and the volumes on 3<sup>rd</sup> Street are lower than 4<sup>th</sup> Street (although 3<sup>rd</sup> Street has two approaches to contribute volumes), the intersection of Arch Ave and 3<sup>rd</sup> Street also does not meet the conditions for all way stop sign control.

#### **Speed Concerns:**

The scope of the speed concern was evaluated using the collection of vehicle speed data as part of the traffic counts. The speeds of all vehicles on Arch Ave between 4<sup>th</sup> Street and 5<sup>th</sup> Street were recorded from a Tuesday noon for over a week to the Friday afternoon ten days later. The speeds of all vehicles on Arch Street between 3<sup>rd</sup> Street and 4<sup>th</sup> Street were recorded from a Friday afternoon through the following Tuesday morning.

The 25 mph speed limit on Arch Ave was established from the basic speed limits in the state statutes. Section 346.57 (4) sets a statutory speed limit of 25 miles per hour on any street within the corporate limits. This statutory speed limit takes a “one size fits all” approach to streets. Thus the speed limit on a wide street like Arch Ave is the same as that on a narrow street with angle parking like Minnesota Ave north of 2<sup>nd</sup> Street.

Many studies have shown that motorists familiar with a street will base their speed more on the environment along the roadway (width, parked vehicles, driveways, pedestrians, traffic volumes and density, building setback, landscape, etc.) than on a speed sign or statutory limit. Many speed limits are set based on the behavior of a majority of motorists, using the 85<sup>th</sup> percentile of speeds as a base for evaluating a speed limit.

The speed data on Arch Ave between 3<sup>rd</sup> and 4<sup>th</sup> Streets showed the 85<sup>th</sup> percentile speed to be 29.5 mph. 91% of the traffic was traveling between 20 and 32 mph. Both the median speed and the mean speed were 26 mph. Less than 5% of the traffic exceeded 32 mph and only 0.2% of the traffic was traveling above 37 mph.

The speed data south of 4<sup>th</sup> Street had an 85<sup>th</sup> percentile at 28 mph, and both mean and median speeds of 24 mph. About 5% were traveling faster than 30.5% and only 0.15% of the traffic was traveling above 37 mph.

This data indicates motorists are comfortable traveling at 25 to 30 mph on Arch Ave. This is consistent with the environment of the roadway. The data also displays a pattern of “compact speeds” which is the safest speed differential pattern to have.

If a speed limit were to be set for Arch Ave other than the statutory limit, 30 mph would be recommended based on the available speed data and the roadway environment.

### **Recommendation**

Multi-way stop sign traffic control is not justified on Arch Ave at either 4<sup>th</sup> Street or 3<sup>rd</sup> Street, based on volumes or delays. Multi-way stop signs are not effective as speed control and should not be used as such. The vehicle speed patterns, while exceeding the 25 mph statutory limit, are not unreasonable and show a desirable pattern, but no changes in speed limits are suggested. Enforcement is not likely to make any noticeable change in the speed patterns. Given the environment of Arch Ave, the speed pattern is safe.



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## MEMORANDUM

**TO:** Public Works Committee  
**FROM:** Michael Mroz; Operations Manager  
**DATE:** November 4<sup>th</sup>, 2016  
**SUBJECT:** Vision Triangle Trimming

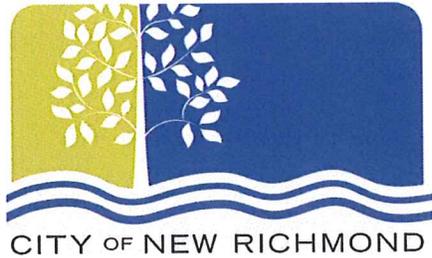
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### **Background**

At our previous Public Works committee meeting, obstructions in the vision triangle were discussed and a list was compiled by the New Richmond Police Department of the areas that in need of some trimming.

### **Update**

City staff has since drafted a letter (attached) which was sent out to all the effected property owners explaining the ordinance violation and the need for trimming. The Public Works Department has recently finished trimming those areas that have been identified by the New Richmond Police Department, with the exception of one or two locations where we are planning to relocate high value trees in the spring rather than remove them.



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**October 19, 2016**

**TO: RESIDENT**

**FROM: Michael Mroz**

**Public Works Operations Manager**

**NOTIFICATION REGARDING THE TRIMMING & PRUNING OF TREES WITH THE VISION TRIANGLE**

**Purpose:** To notify the citizens of New Richmond that the Public Works Department will be out trimming and pruning trees within the vision triangle throughout the next month.

According to the city ordinance Article II Section 90-32; Any shrub, tree or other plant which obstructs the view at an intersection or the view of a traffic sign shall be deemed to be dangerous to public travel and the City Forester may order, by written notice, the owner or occupant of any private place or premises on which there stands a tree or shrub which unreasonably interferes with or encroaches upon the street or sidewalk, to take such steps as are necessary to remove such interference.

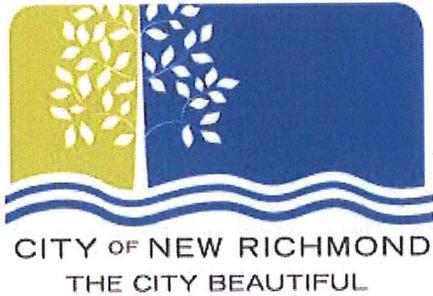
The complete ordinance is found below.

Furthermore, according to Ordinance 121-53, the City determines vision triangle obstructions by measuring 35 feet back in each direction from the corner of the curb. An imaginary line is connected to these points and any vegetation that falls within this triangle needs to be removed. *While the ordinance allows the City to put the burden of removing vegetation on the property owner as stated above, City Staff will perform this work in conjunction with our annual leaf pickup operations at no cost to the property owners.*

The city is very careful in our evaluation of each tree. We understand the value of having a well-manicured tree and will try our best to accommodate the resident's wishes. However, as a City we are responsible for everything that impacts the safety of the public. Your cooperation will make the City of New Richmond a safer place for pedestrians as well as motorists.

Thank You

Michael Mroz  
City of New Richmond Operations Manager



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## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Jeremiah J. Wendt, PE, Director of Public Works; Glen Van Wormer, SEH

**DATE:** December 1<sup>st</sup>, 2016

**SUBJECT:** Alley Inventory

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### **Background**

At the last Public Works Committee meeting, the Committee directed staff to gather information on the City's alleys to be used to determine priorities for maintenance/reconstruction. The information gathered included location/number of alleys, current surface material, condition, defects, and potential remedies/repairs.

The inventory, along with photos and map, is attached to this memo. Of the 29 alleys currently maintained in the City, 17 are surfaced with asphalt, with the remainder having a gravel surface. The condition of the alleys ranges widely, as shown in the inventory, but most of the asphalt alleys are in need of some type of repair or reconstruction.

The estimated cost for a complete reconstruction of one asphalt alley is between \$25,000-\$30,000 (not including any related utility work). Utilizing City staff and equipment to perform the reconstruction could bring that cost down to approximately \$15,000 per alley. Eliminating the asphalt surface would reduce the cost to roughly \$4,000 per alley.

### **Recommendation**

In general, staff recommends using City forces to perform the alley reconstruction as needed, beginning with those in the worst condition. Specifically, those rated 1 out of 5 would be the three alleys between W 1<sup>st</sup> Street and W 2<sup>nd</sup> Street. The City could reconstruct up to all of these alleys in 2017, depending on the surface material and source of funds. Several questions remain for the committee:

***Should the alleys be paved?***

Since the City's alleys currently are split between paved and unpaved, staff feels that a policy should be developed to clarify whether the City has a goal of paving all alleys. Some of the factors weighing into this decision may include the following:

- The City currently requires new driveways to be paved.
- There is a substantial cost to repaving alleys, and paving currently unsurfaced alleys, and this would likely have to be phased over time.
- Gravel surfacing requires minor ongoing maintenance each year.
- Asphalt surfacing requires major maintenance after many years.

***Should a portion of the costs be assessed to abutting property owners?***

At the last Public Works Committee meeting, the idea of assessing 50% of the cost of alley reconstruction to abutting property owners was discussed. The number of abutting property owners on a given alley ranges from 4-10. Assuming a total cost of \$15,000 and an equal split between property owners, the cost to each property owner would range from \$750-\$1,875. If assessments are desired, several options could be pursued:

- Split the assessment equally among the number of abutting property owners.
- Assess the improvements based on the lineal footage of abutting property.
- Charge a flat assessment to each property owner.

***Should additional input be sought?***

If the committee desires, City staff could develop a survey or host a public open house to gather information from property owners abutting alleys to gauge their preferences on items such as the need for reconstruction, type of surfacing, assessments, etc.



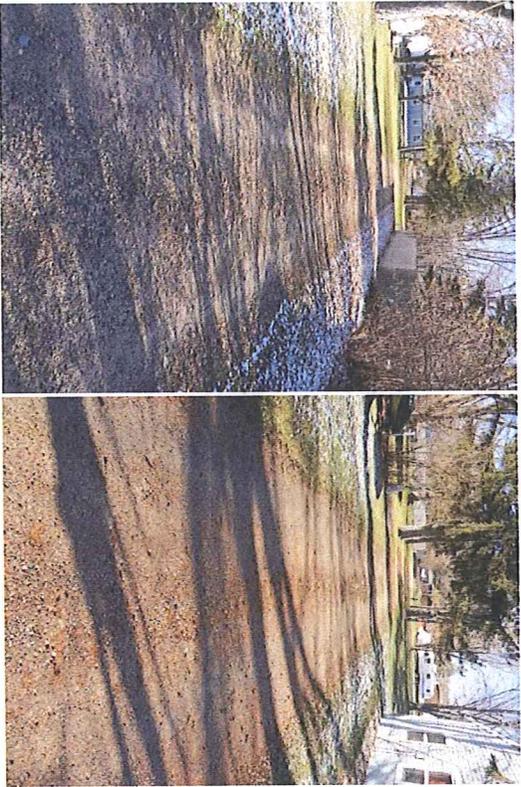
CITY OF NEW RICHMOND - ALLEY INVENTORY 2016

Alley (map)	Material	Condition	Defects	Potential Repairs
1	Rock	4		
2	Rock	3		
3	Rock	4		
4	Rock	4		
5	Rock	4		
6	Asphalt	4		
7	Asphalt	1	Heaving; pot holes; cracking	New asphalt
8	Rock	4		
9	Rock	4		
10	Asphalt	2	pot holes; alligator cracking	spot patching
11	Asphalt	1	Heaving; pot holes; alligator cr.	New asphalt
12	Asphalt	3		
13	Rock	4		
14	Asphalt	5		
15	Asphalt	1	disintegration; pot holes; heaving	new asphalt
16	Rock	4		
17	Asphalt	3		
18	Rock	4		
19	Asphalt	3	pot holes	spray patching; cold mix
20	Asphalt	3	pot holes	spray patching; cold mix
21	Asphalt	3	pot holes	spray patching; cold mix
22	Rock	4		
23	Asphalt	4		
24	Asphalt	2	pot holes; cracking	spot patching; spray patching
25	Asphalt	3		
26	Asphalt	3		
27	Asphalt	3		
28	Asphalt	3		cold mix
29	Rock	4		

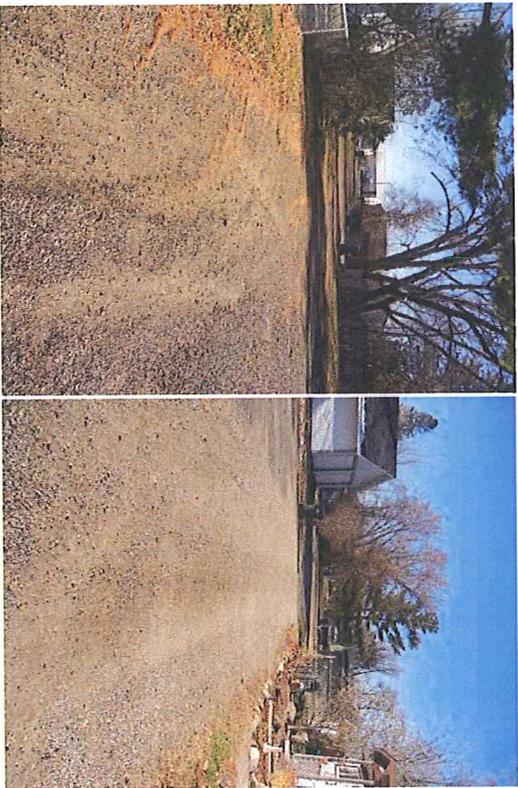
Alley Condition Rating

- 5- Excellent
- 4- Good
- 3- Average
- 2- Fair
- 1- Poor

#1



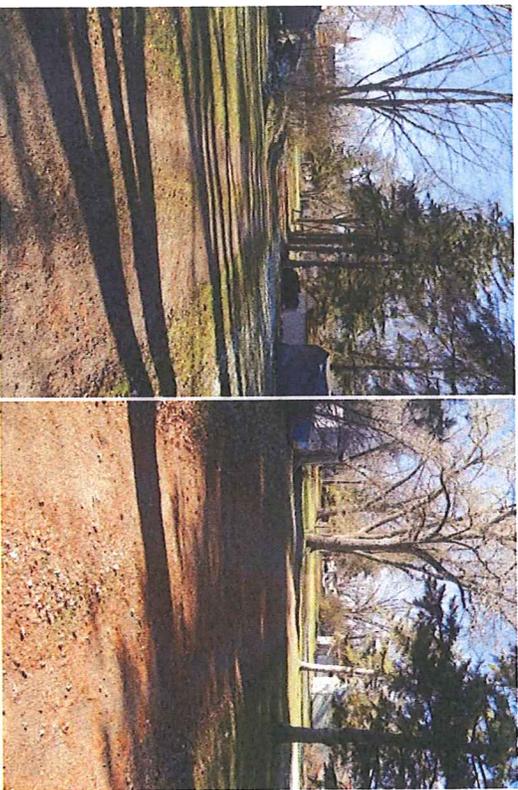
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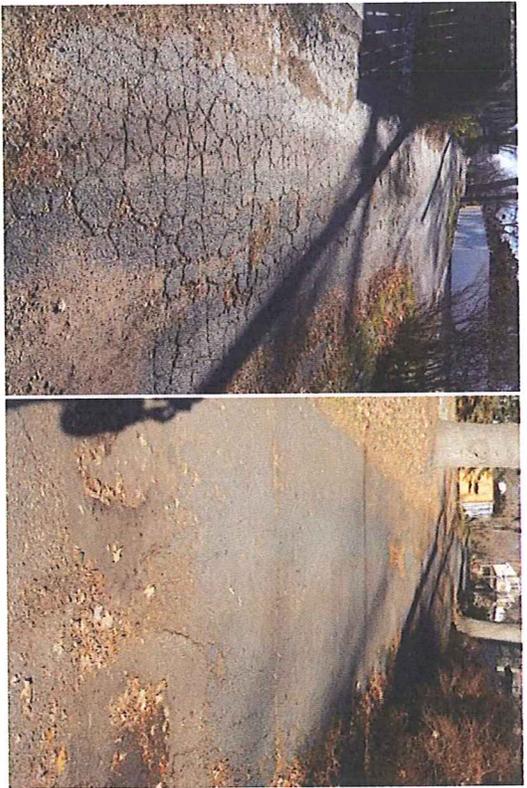
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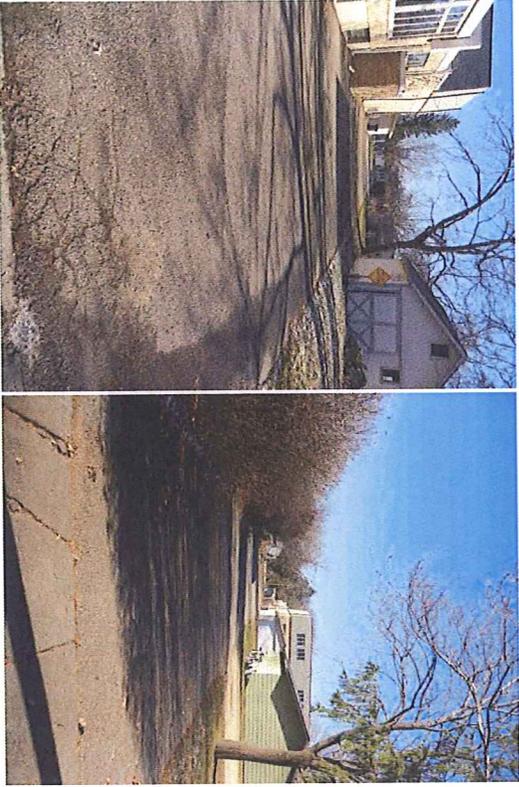
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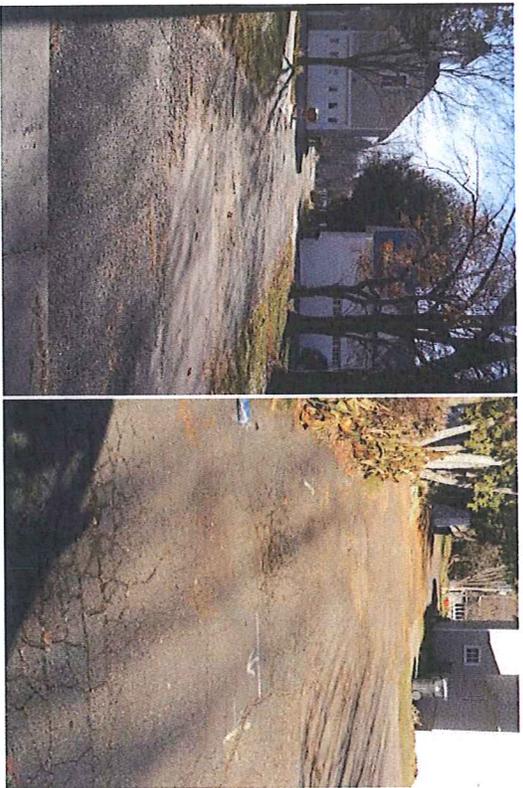
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#11



#10



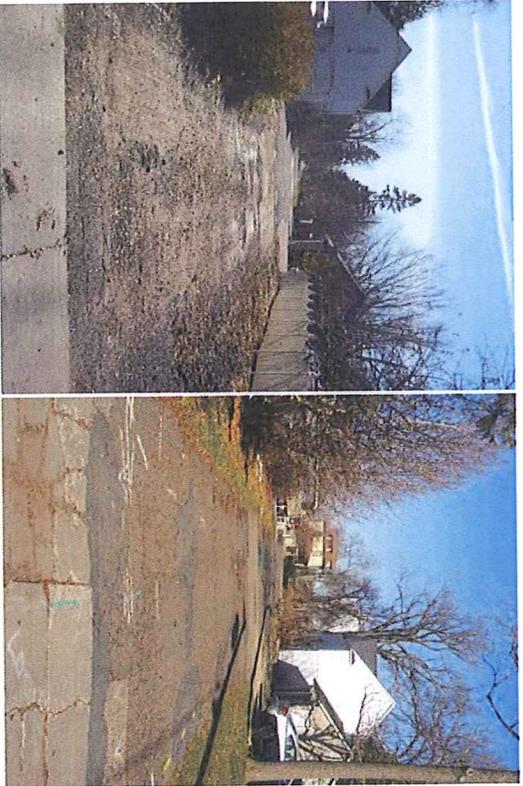
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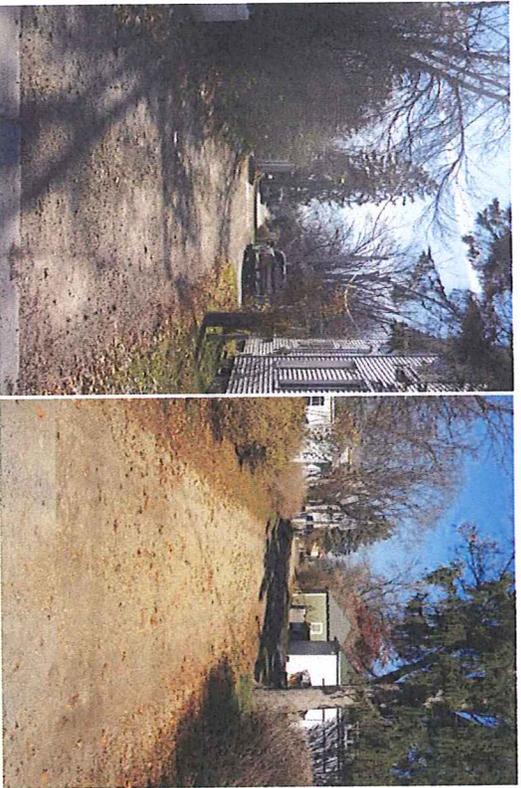
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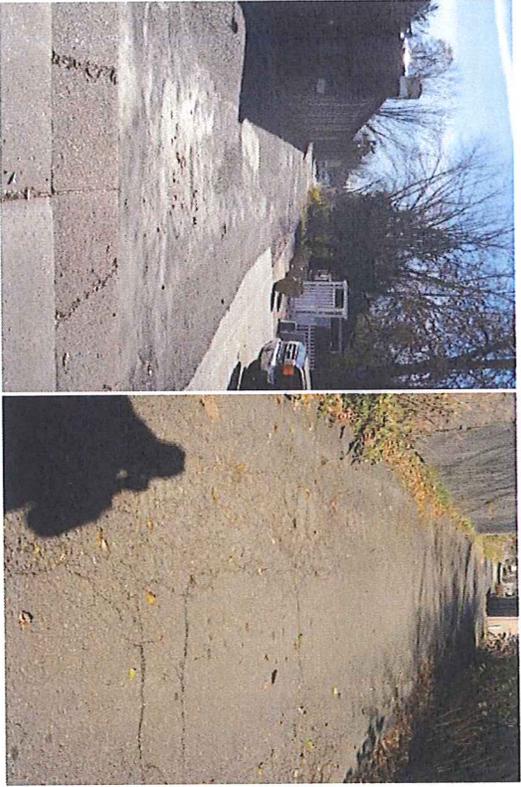
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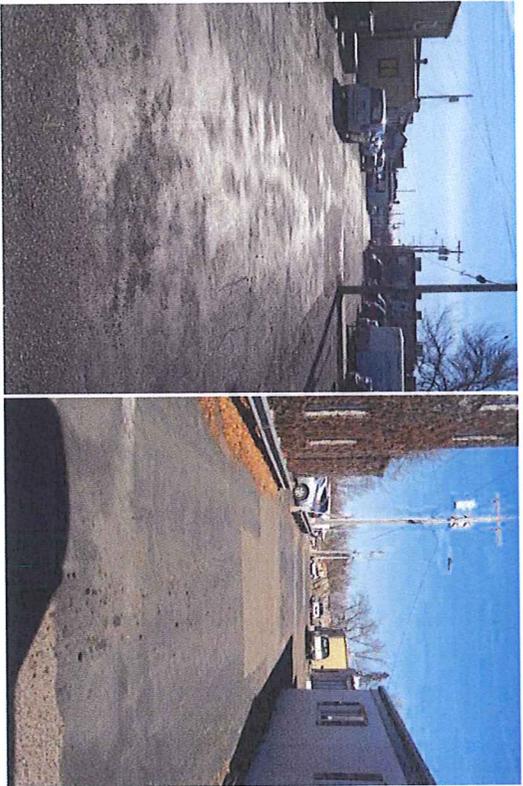
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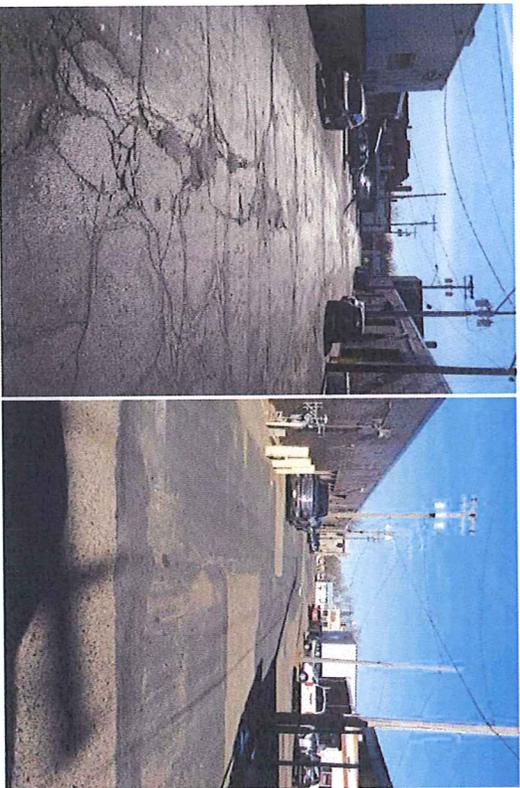
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#19



#20



#21



#23



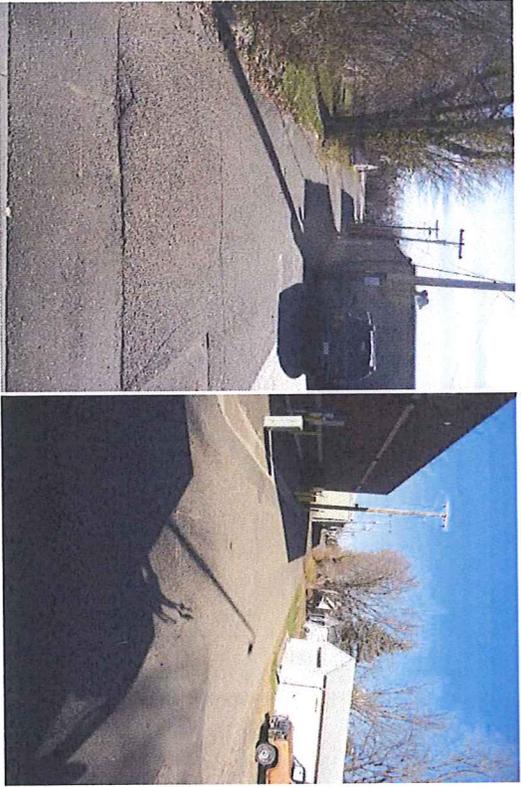
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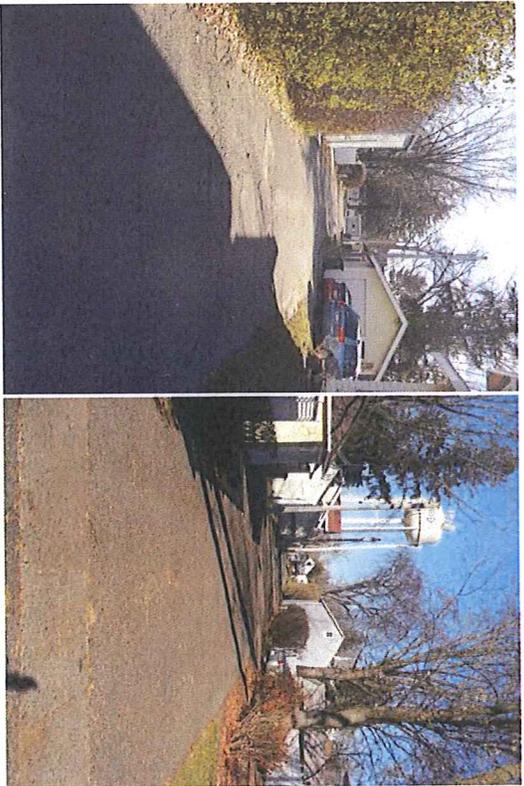
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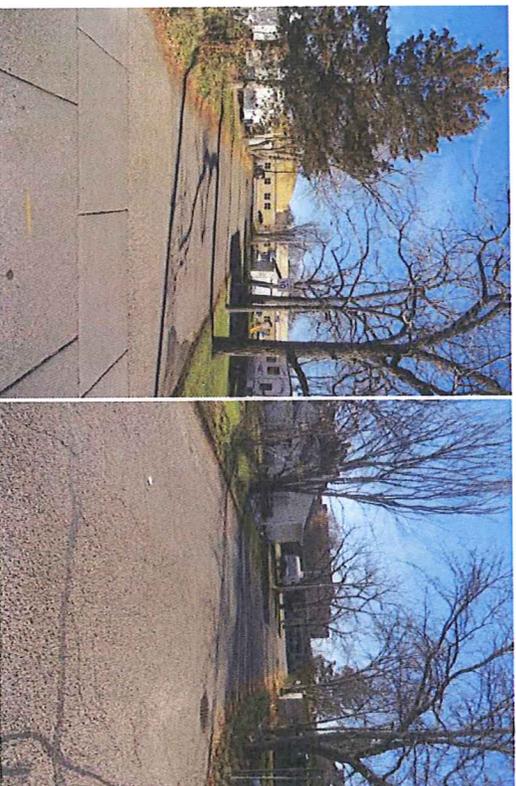
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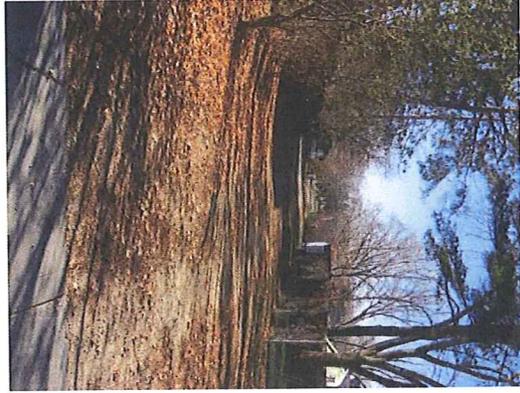
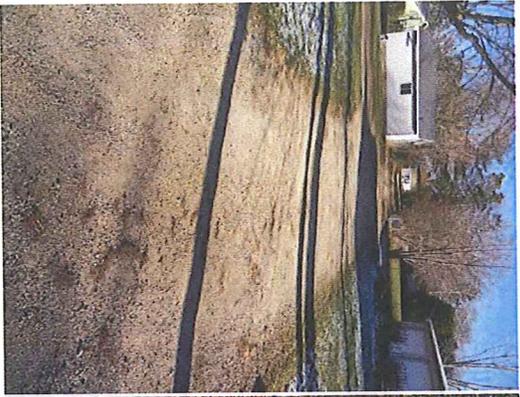


#27



#28







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## MEMORANDUM

**TO:** Public Works Committee

**FROM:** Jeremiah J. Wendt, PE, Director of Public Works

**DATE:** December 1<sup>st</sup>, 2016

**SUBJECT:** North Fourth Street/Doughboy Trail Design

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### Background

City Staff and consultant SEH are currently in the process of gathering public input and beginning the design of the reconstruction of N 4<sup>th</sup> Street. One question that has come up early in the design, both from residents and designers, is how to plan for the future connection of the Doughboy Trail to Hatfield Court in the North Fourth Street project.

One of the crucial aspects of the North Fourth Street design will be the bike/pedestrian accommodations, specifically how bikes/pedestrians will cross North Fourth Street as the Doughboy Trail is extended. It should be noted that this trail connection from Doughboy to Hatfield was ranked as the top priority in the City's recently adopted Bike and Pedestrian Master Plan.

One solution that would ensure that the street improvements and trail extension work together is to design them at the same time. This would involve additional effort on the part of SEH, not to exceed \$29,700 for design. It would also involve approaching the property owners along the route to discuss possible easements or acquisition, and to solidify the specifics of the route based on property-owner input.

Based on the input from property owners, and the design prepared by staff and SEH, cost estimates for acquisition and construction would be developed and brought back to the City Council for consideration. The Council could decide to bid the construction with the North 4<sup>th</sup> Street improvements, bid as an alternate to get firm pricing before making a decision on whether or not to construct, or simply not bid the project at all.

Funds for the design of the trail could come from the projected budget surplus for the 2016 Street and Utility Projects. That surplus is currently estimated at \$400,000, with \$185,000 accounted for in the 2017 budget, leaving a remainder of \$215,000 from which to draw for this design.

**Recommendation**

In order to adequately plan for the extension of the Doughboy Trail in coordination with the North Fourth Street project, staff is recommending that the trail be designed now, in conjunction with the North Fourth Street project. This recommendation includes the authorization of a design contract with SEH not to exceed \$29,700, and authorization to work with property owners on routing and proposed easements/acquisition. No construction or acquisition would begin without additional City Council authorization.