



## **DOWNTOWN MAIN STREET RECONSTRUCTION TASK FORCE AGENDA**

**THURSDAY, OCTOBER 03, 2024 AT 2:00 PM**

**106 JONES STREET, WATERTOWN, WI 53094 - ROOM 2044**

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**Virtual Meeting Info:** <https://us06web.zoom.us/join> Meeting ID: 617 065 5357 Passcode: 53094 One tap mobile +16469313860

<https://us06web.zoom.us/j/6170655357?pwd=96tcitGxXtZD4na19NqSUHQuENC2yf.1>

All public participants' phones will be muted during the meeting except during the public comment period.

### **1. CALL TO ORDER**

### **2. APPROVAL OF PRIOR MEETING MINUTES**

- [A.](#) Downtown Main Street Reconstruction Task Force minutes from July 24, 2024
- [B.](#) Joint Public Works Commission/Downtown Main Street Task Force minutes from August 27, 2024

### **3. OLD BUSINESS**

- A. Update: Main Street bridge closure (Beyer/McFarland)
- B. Update: Transportation Network Evaluation (Beyer)
- C. Update: Quarterly business meetings (Purtell)
- D. Update: Building inspection questions during reconstruction
- [E.](#) Update and discussion: Curb bumpouts (Beyer)

### **4. NEW BUSINESS**

- A. Discuss: Crosswalk ideas/enhancements
- B. Discuss: Newsletter update
- C. Discuss: Watertown Main Street WEDC Grant application
- D. Discuss: Main Street meeting with Arts Council re: photo ops/vistas

### **5. ESTABLISH NEXT MEETING DATE AND TIME**

- A. Confirm next meeting date: November 27, 2024

### **6. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

**DOWNTOWN MAIN STREET RECONSTRUCTION TASK FORCE****Wednesday, July 24, 2024****2:30 pm IN-PERSON/VIRTUAL MEETING****Lower Level, Room 0041, City Hall, 106 Jones St, Watertown, WI****Virtual Meeting Info:** <https://us06web.zoom.us/join> Meeting ID: 617 065 5357 Passcode: 53094

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1. Call to order at 2:33pm.
  - a. Attendance- Present: McFarland, Becker, Beyer, Moldenhauer, Purtell, Trego, & Mazzoni. The Daily Times and a citizen was also present.  
Virtual: Amber Smith, Michele Elias, and Ryan Wagner  
Absent: Steve Board, Laurie Hoffman, and Andy Grinwald
2. Approval of prior meeting minutes
  - a. Approval of Minutes 5.22.24. **Motioned by McFarland, seconded by Beyer, carried unanimously**
3. Public Comment
  - a. None
4. Old Business
  - a. Main Street bridge closure update (Beyer/McFarland)
    - i. Construction is moving along. The base and concrete will go in this week, the vertical will start next week.
  - b. Transportation Network Evaluation
    - i. Kickoff meeting with raSmith was last week. Traffic modeling this year and next year when bridge is done.
  - c. Quarterly business meetings status update (Purtell)
    - i. Will start scheduling after this meeting.
    - ii. Jody will create the agenda and send to Mason for review.
    - iii. When meeting with people, check with Beyer on rumors before they talk.
  - d. Update on building water lateral costs (Beyer)
    - i. Cost of a 6" extension pipe and the backfill from the main to the building is \$10,000. That doesn't include any curb or gutter or inside work.
    - ii. We will need to see if there is enough interest and then decide on cost share, loans, and other options for the businesses.
    - iii. Question on if the business owners could be forced to pay a bill they didn't ask for. The city will review.
  - e. Update on building inspections during reconstruction
    - i. Unsure what it will look like. No plan as of now. If something is found, or permits pulled, inspections will take place.
  - f. Curb bump outs: update and discussion (Beyer)
    - i. If 3<sup>rd</sup> and 4<sup>th</sup> go to a two-way, bump outs are not an option.
    - ii. DOT needs to know before so they can change the plans for curb, gutters, and catch basins.
    - iii. Check with RS to see if there is preliminary data we can use now.
    - iv. Bump outs slow traffic, have more visible crosswalks, and help with ADA compliance.
    - v. Compile data and set up a joint DTMSTF and Public Works meeting end of August.
5. New Business
  - a. Discuss crosswalk ideas/enhancements

- i. Tabled until Laurie can speak at next meeting.
- b. Discuss ideas for next newsletter issue – September target date
  - i. Will only be English version, no translator this time.
  - ii. Quarter meeting update from Jody
  - iii. Main Street Program added four more downtown signs
  - iv. Bump outs
  - v. Bridge update
  - vi. Traffic signal update
- c. Discussion on alleyway planning (Beyer)
  - i. Drainage and surface paving before construction based on funding approval.
  - ii. Share dates with the building owners so they can plan their updates
- d. 2024 planning items discussion
  - i. Strategic plan for photo ops/vistas in Main Street District
    - 1. Mason received no suggestions.
    - 2. Jody meets with the Art Council and will give suggestion after Aug 30.
- e. Discuss recurring meeting dates and times
  - i. Doodle poll to go out for schedules
- 6. Confirm next meeting date: September 25, 2024 (tentative)
- 7. Adjournment at 3:35pm
  - a. **Motioned by Trego, seconded by Moldenhauer, carried unanimously**

**City of Watertown**  
**Public Works Commission & Downtown Main Street Task Force Meeting**  
**August 27, 2024**

**Agenda**

1. Call to Order

Alder Board called the Public Works Commission to order at 5:31 p.m. and noted that all members were present.

Strategic Initiatives and Development Coordinator Mason Becker called the Downtown Main Street Task Force to order at 5:31 p.m., and noted a quorum was present.

Downtown Main Street Attendance-

Present: McFarland, Becker, Board, Elias, Hoffman, Grenwald, Beyer, Smith, Moldenhauer.

Virtual: Trego

Absent (excused): Purtell & Wagner

Also present: Steve Porter, WisDot Project Manager; Justin Schuler, raSmith;

Public Works Attendance-

Also present: Andrew Beyer, Public Works Director; Jaynellen Holloway, City Engineer; Peter Hartz, Water Systems Manager; Stacy Winkelman, Operations Manager and Mark Stevens, City Finance Director.

2. Comments and Suggestions from Citizens Present

None were given

3. Business

- A. Review and Take Possible Action: Approve license agreement between city of Watertown and New Cingular Wireless PCS, LLC (AT&T) for equipment located on the O'Connell Water Tower (Cellular Site WT/WI1058).

Motion by Alder Bartz, supported by Commissioner Thompson, to approve the licensing lease agreement between the city of Watertown and New Cingular Wireless PCS, LLC (AT&T) for equipment located n the O'Connell Water Tower, and t forward the resolution to the City Council.

Motion carried unanimously.

- B. Review and Take Possible Action: Fire Statin alternate paving surface.

Motion by Commissioner Thompson, supported by Alder Bartz, to approve the alternate proposal of replacing the asphalt paving with concrete for the added cost of \$287,668.

Motion carried unanimously.

- C. Review and Take Possible Action: Potential changes to downtown one-way streets and curb bump-outs, as part of the 2028 Main Street Reconstruction Project.

Becker introduced and reviewed the history of the Task Force and the status of the bump outs for the 2028 Main Street reconstruction project.

Beyer gave an overview of raSmith's work on evaluating one-way streets in the downtown and why Third St. and Fourth St. are being discussed right now.

Justin Schuler from raSmith gave a presentation on the firms' work on the study so far. The initial traffic counts and patterns within downtown Watertown. The study is happening in two phases; one in 2024, and one in 2025. Discussion followed.

Elias and Porter from WisDOT answered questions.

It is the recommendation that third and fourth streets be changed to two-way traffic.

On behalf of the Main Street Task Force – Motion by Alder Moldenhauer, seconded by Hoffman, to recommend modifying fourth and third streets from one-way to two-way streets at the time of the Main Street Reconstruction Project.

Motion carried unanimously by the Main Street Task Force.

Public Works discussed the recommendation.

Motion by Alder Smith, seconded by Alder Bartz, to support the recommendation of the Main Street Task Force to change Third and Fourth Streets to two-way streets in the downtown at the time of the Main Street Reconstruction Project.

Motion carried unanimously.

- D. Main Street Task Force Adjournment
  - Motion to adjourn the Task Force by Hoffman, seconded by McFarland.
  - Motion carried unanimously.
  - Task Force adjourned at 6:24 p.m.

- E. Review and Take Possible Action: Request for Solid Waste and Recycling Services to N856 N. Water Street for \$19.08/month.

Motion by Alder Wetzel, supported by Commissioner Thompson, to provide solid waste services to N856 N. Water Street for \$19.08/month.

Motion carried unanimously.

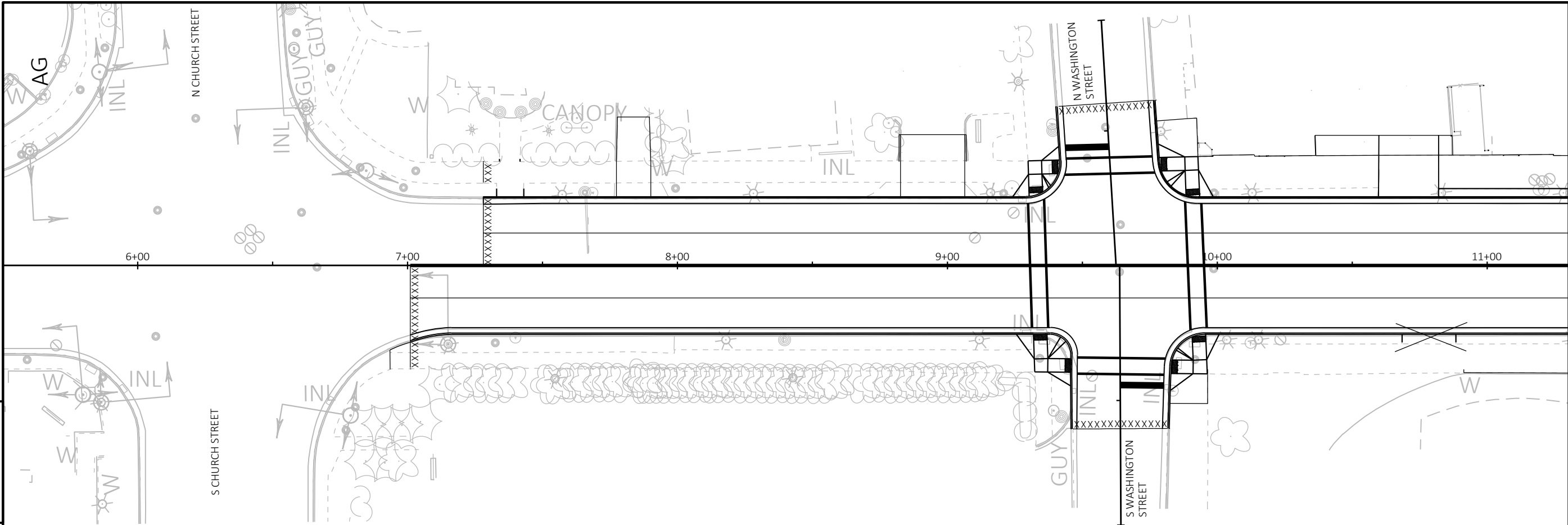
#### 4. Adjournment

- A. Motion by Alder Bartz, supported by Commissioner Thompson to adjourn

Motion carried unanimously.

Public Works Commission adjourned at 6:26 p.m.

Respectfully submitted, Steve Board, Chair.



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