



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

**WEDNESDAY, APRIL 26, 2023 AT 2:30 PM**

**106 JONES STREET, WATERTOWN, WI 53094 - CITY HALL BASEMENT ROOM 0041**

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**By Phone or GoToMeeting:** <https://global.gotomeeting.com/join/471703029>

For the Public, Members of the media and the public may attend by calling: (US)+1 (224) 501-3412

- 1. CALL TO ORDER**
- 2. APPROVAL OF PRIOR MEETING MINUTES**

A. Meeting minutes from March 22, 2023

- 3. OPENING FOR PUBLIC COMMENT**

*Each individual who would like to address the Committee will be permitted up to three minutes for their comments.*

- 4. OLD BUSINESS**

A. Review and take possible action on DOT requested items

B. Update on landscape architect status

C. Review and take possible action on the design of logo

- 5. NEW BUSINESS**

A. Review and take possible action on Task Force visits and topics

B. Review business liaison visits

- 6. ESTABLISH NEXT MEETING DATE AND TIME**

A. Next Meeting Date: May 24, 2023 at 2:30pm

- 7. ADJOURNMENT**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@CityofWatertown.org](mailto:mdunneisen@CityofWatertown.org), 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, March 22, 2023****2:30 pm IN-PERSON/VIRTUAL MEETING****Room 0041, Lower Level, City Hall****By Phone or GoToMeeting:** <https://global.gotomeeting.com/join/471703029>

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Access Code: 619-906-421

**MEETING MINUTES**

1. Call to order.
  - a. Attendance- Present: Beyer, McFarland, Holloway, Becker, Lampe, Hoffman & Grinwald. Virtual: Ellias, Smith. Absent: Board, Pliska, Romlein, Salas
2. Approval of minutes from February 22, 2023 Task Force meeting. Elias suggested edit. Cm. Romlein may have suggested a skywalk not across Main Street, but across a side street. Can remove “across Main Street”. Motioned by Hoffman, seconded by Holloway, motion carried unanimously.
3. Opening for public comment.
  - a. Bill Bedford: Brought up article on reconstruction of Watertown from 1960s. Brought copies of picture from Watertown Daily Times. Importance of lighting choices and color temperatures. Discussed actor from Watertown who was in Wizard of Oz. Suggested statue or monument honoring him. Implement a spot for this in planning? Discussed bubbler history, possibly of special bubblers along Main Street. He will follow up with Jaynellen on color ranges for bulbs.
4. Old Business
  - a. Update on DOT requested items.
    - i. Summarized meeting with DOT team.
    - ii. Deadlines for returning certain information.
    - iii. 30% plans by fall of 2023.
    - iv. The city’s team will sort a list of priorities for the Task Force.
    - v. Grinwald brought up the possibility of tying into Transportation Study, parking, etc.
  - b. Update on landscape architect status.
    - i. Approved at Finance Committee on March 13<sup>th</sup>.
    - ii. Address items on tier 1 of priority list, taken from past study.
    - iii. Hoping for approval in May.
    - iv. Holloway discussed scope of work. Discussed adding in sitting of street trees.
  - c. Update on downtown infrastructure improvements (bridge, plaza, roads).
    - i. Will be discussed at main St. Matter forum.
    - ii. In discussion with Mead and Hunt.
    - iii. Disconnection of bridge from Masonic building as well as by Bank First.
    - iv. Gap in desired insurance liability coverage mentioned.
    - v. Regarding plaza, discussing design of ramp and retaining walls and railings. Goal is to have the work begin this summer.
    - vi. McFarland gave updates on road work. Market to Tivoli Island future work.
5. New Business
  - a. Update of skyway suggestions.
    - i. Becker discussed rough estimates.
    - ii. Smith asked if any other communities have done a temporary structure.
  - b. Update on design of logo.

- i. Melissa will work with Lisa F. on this.
    - ii. Amber has ideas, will message them.
  - c. Review and discuss timing and topics for business liaison visits.
    - i. Becker will solicit talking points from the City Team.
    - ii. Possibly quarterly visits with a newsletter with dates to keep in mind section.
    - iii. Have a standard template for literature to leave behind. Try to have it by the next meeting.
    - iv. Magnets can be produced cheaply.
    - v. Hoffman asked about getting contact information for landlords and tenants.
- 6. Next meeting: Wednesday, April 26, 2023, 2:30 PM
- 7. Adjournment
  - a. Motion to adjourn by Lampe, seconded by Grinwald, motion carried unanimously.

## **Main Street Reconstruction – 2028**

State meeting of March 15, 2023

Present: Steve, Alex, Michelle, Pedro - State; Mason, Emily, Andrew, Jaynellen – City

### Discussion:

- Need to talk about parklets, bump outs.
- Water with project – new service laterals for water? Check with Pete. City will do design and plans will be added to State's plan.
- Sanitary Sewer – lining main line – relaying service laterals? Check with Pete.
- 6' width for parking will be paid for by the City.
- On street parking – parallel only allowed.
- Transportation study – when to do? Before or after State project.
- Set design by 2025, real estate the following 2 years.
- 60% plan, coupled with PPR plat and then design goes to real estate. City will hire and acquire real estate and State will reimburse. City will need real estate agent by 2024, and get going in 2025. Set a meeting with State to understand our role and get references for approved agents. 30% plan will land about October of 2023.
- City needs to fund Transportation study in 2024.
- Need to understand if side streets need to be widened and less sidewalk for ties in for the State.
- EV's can't be placed downtown if owned by the City.
- 2 foot clear zone behind curb, and 6' sidewalk if not a 3' terrace.
- Welcome arch: do conduit during project, place it after construction. 16'-9" clearance for semi-truck traffic due to connecting highway. Location and conduit will be done by 2025 for 1078 plan. AECOM can extend conduit from State project.
- Figure out foundation design and location with landscape architect. Could be added to State project, City would pay for those items.
- Parklets: Must be permanent. State will need to locations no later than September 2023.
- 1078 project: Private Utility work is done ahead of the project.
- PIM at 30% and 60%.
- Traffic lights: Push buttons, speaks to sight impaired. State will consider these items. By 2025 locations, upgrades, and if we want upgraded poles. State via AECOM send us standard pole and upgraded poles – send City the catalog.
- No left turn – at 3<sup>rd</sup> Street. Need to send State an inventory of Main Street traffic signals – especially any special needs.
- State to send City standard costs of traffic signals and street lights once they have determined number of street lights needed.
- If City wants to upgrade to concrete pavement, if State doesn't want to do concrete. Pavement design will be done by 30% this fall, early winter. If within 5% of difference between concrete and asphalt, City picks no added cost. If greater, City would pay difference.
- 5G on light poles: paid for by private utility.
- City needs to hire AECOM to design underlighting of bridge. State will talk to AECOM about hydraulics as it relates to underlighting.

- Widening sidewalk: 3' of wiggle on east side, 5' of wiggle room on west. Designated national highway system – can only have one lane that is 11' width. No bike lanes to keep parking on both sides. Basically, if we want to widen sidewalks, we lose parking on one side.
- Wayfinding signs: will need locations by 60% (2025) so State can box out for them in the plans.
- State has to make all corners ADA. Bump outs may assist with this. Truck turning movements will affect this. This needs to be on or before 30%.
- Crosswalks: State working to make them more user friendly.
- If we want continental crosswalks – City will pay upcharge for them.
- Trees: should be included in 60% (2025) – locations and if in ground or planters. City to inform State.
- Keck Furniture has reached out about the plaques. Keck would redo and provide for State contractor to place. Should be removed prior and be ready to be placed at construction.
- State has TSS requirements. City would like 36" sumps in catch basins and any additional storm sewer green technology as can be provided. Possible permeable pavers in parking lane and/or in bump outs?
- Coal bump outs – if City can provide info to the State with any "as built". City can also ask businesses if they know if their coal shoot has been addressed. Give feedback to State. If all fails, they will be addressed in the field via a change order. This will also be addressed at the 30% PIM.
- Phase 1 will be done Spring 2023.
- EV charging stations: Can't be owned by the DOT or the City. We could possibly discuss with We Energies.
- The Task Force business liaisons should inquire with property owners about possible existing coal bins.

