

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

CITY OF STEVENS POINT BOARD OF PUBLIC WORKS

September 9, 2024 - 6:30 PM

*****(or immediately following the previously scheduled meeting)**

*****AMENDED*****

**Community Room
933 Michigan Avenue, Stevens Point, WI**

OR

Zoom Teleconferencing

Meeting ID: 835 0943 4758 | Passcode: 895732

By Computer: <https://us02web.zoom.us/j/83509434758?pwd=NWlauEyvbp21QelCKyZvUgmn3vDkcO.1>

By Phone: +1-312-626-6799 (US Chicago)

(A quorum of the City Council may attend this meeting)

AGENDA

Roll Call

Informational

1. Director's Report
 - a. 2024 Street Improvement Project (Northside)
 - b. West River Drive

Discussion and Possible Action

2. To approve the ordinance creation in Chapter 9, Section 9.05 as it relates to parking at Seramur Park.
3. To approve the ordinance creation in Chapter 16, Section 16.14 as it relates to the maintenance and restoration of swales.
4. To accept the ordinance amendments in Chapter 9, Section 9.05 as it relates to parking kiosks.
5. To award the 2024 Fall Paving Project #24-03 to American Asphalt of Wisconsin for an amount not to exceed \$572,566.51.

Adjourn

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can

be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00 p.m.

City of Stevens Point
1515 Strongs Avenue
Stevens Point, WI 54481



Public Works

Engineering Department:

Phone: 715-346-1561

Fax: 715-346-1650

Streets Department:

Phone: 715-346-1537

Fax: 715-346-1687

September 3, 2024

DIRECTOR OF PUBLIC WORKS REPORT
Scott Beduhn

1. Engineering Division

- **Country Club Drive:**
 - Nothing new to report.
- **Division and Church Streets Reconstruction Project:**
 - AECOM continues working to complete final designs for the North Segment (North Point Drive to Fourth Avenue) and far South Segment (South City Limits to Michigan Avenue).
- **2024 Street Improvement Project (Northside):**
 - Most work is complete in Phase 1 of the project (Maria between Division and Union and Vincent Street). Final paving and restoration are all that remain.
 - Utility work has stalled on Phase 2 of the project (Maria Drive between Union and Second and Second between Walker and Maria) due to an unidentified conflict between the proposed storm sewer and an existing underground AT&T vault. As a result of this delay this phase is now anticipated to be complete in late October as AT&T works to eliminate the conflict.
 - The contractor has begun work on Phase 3 (Walker Street) while waiting for AT&T to address the conflict in the intersection of Second and Maria. This phase is anticipated to be complete in November.
- **2024 Street Improvement Project (Southside):**
 - All utility and concrete work is complete. Paving for the project should happen within the next couple of weeks.
- **East Park Commerce Center Badger Avenue Extension:**
 - The contractor is nearly done with the installation of utilities on Badger Avenue. Progress has increased thanks to drier weather which has resulted in a lower groundwater table.
 - Excluding the Badger Avenue pavement tie-in and final restoration, all work within the CTH HH corridor is complete.

- **Forest Creek Subdivision:**
 - Road building and paving are nearly complete on Walter, Joe, and Regent Streets
 - Utility installation is anticipated to resume the week of September 16, 2024 as the utility crew returned to complete the work on the Southside project before continuing.
- **Curb Gutter and Sidewalk Repair Project:**
 - The contractor has completed the work.
- **Fall Paving Project:**
 - Staff reviewed our active projects for the potential for fall paving and believe there are funds remaining to complete a limited amount of work.
 - Staff was able to get a bid package out in time for a September award.
 - The roads selected for the project include:
 - Pine Bluff Road
 - Fifth Ave from Clayton Ave to termini at the apartments
 - Clayton Ave from Fourth Ave to Fifth Ave
 - Jordan Lane from Minnesota Ave to Wilshire Blvd (This is our LRIP project in the current LRIP cycle)
 - Sims Ave from Lindbergh Ave to Frontenac Ave
 - College Ave from Lindbergh Ave to Frontenac Ave
 - The bid opening was held on Wednesday, September 4, 2024. The lone bidder was American Asphalt of Wisconsin in an amount of \$497,883.92.
- **Pavement Maintenance Project:**
 - Chip sealing and slag sealing have been completed. Final sweeping and the application of a fog seal to all chip sealed roads should be completed by September 13, 2024.
 - Seal coating is anticipated to begin the week of September 2, 2024, and be completed by September 13, 2024.
 - Pavement marking for West River Drive is anticipated to happen the week of September 16, 2024.
- **West River Drive:**
 - The contractor has completed the slag seal on West River Drive and will be returning to complete the pavement marking the week of September 16, 2024.
- **West Zinda Bridge:**
 - To comply with our grant funding this project will be State let later this fall with construction planned for 2025.
- **Michigan Avenue Underpass:**
 - Strand Associates has begun preliminary engineering including evaluations of the underdrain and road (traffic) components of this project.
 - It is anticipated that staff will hold a PIM this fall to gather public comment related to the reconstruction of the corridor.
- **Additional Miscellaneous Projects:**
 - Engineering Staff continues working on proposed 2025 and 2026 roadway projects including gathering survey data, researching right of way and preparing bidding documents.

- Engineering staff have been working with university staff on several fronts to improve the University environment. These include:
 - Discussions in conjunction with Community Development on the future of the old Maytag lot.
 - Discussions regarding the reconstruction of Fourth Avenue through campus which is tentatively scheduled for reconstruction in 2027.
- Staff continue to work with the Fire Department on engineering related issues for the Fire Training Facility.
- Staff continue to work with both the Fire Department and Police Department on building-related issues, predominately roofing concerns.
- Staff continue to work with the Utility Department on various water, sanitary and stormwater projects.

STREETS SUPERINTENDENT REPORT
Chris Johnson

2. Streets Division

- **Continued Operations:**
 - Garbage and Recycling
 - Street Sign Compliance and replacement
 - Street Light Maintenance
 - Street Patching/Trumbull
 - Drop off Site Operations
- **Staffing:**
 - We are pleased to announce that the Streets Division is now fully staffed with the addition of our new Welder/Fabricator. Additionally, we expect one employee to return from medical leave in mid-September.
- **Skid Steer Mini Paver:**
 - Our crews have been hard at work with the new mini paver, successfully so far laying over 300 tons of asphalt. In August, they completed patches for the Utility Department and tackled a larger project in front of Fire Station 2 on Industrial Park Drive. The team continues to learn and master the new machine.
- **Roadside Mowing:**
 - In August, the Streets Division completed our roadside mowing. This task was delayed due to an equipment issue in June.
- **Summer Crews:**
 - We have had a wet start to summer, which has impacted progress for our summer crews. In June, we experienced more rain days than we typically do in an entire summer. On heavy rain days, our crews focus on other activities like grinding and hauling brush, greasing equipment, shop maintenance, and cleaning.
 - **Crack Fill:** The crack fill crew is about 75% complete with the 2024 crack fill program.
 - **Patching:** The Trumbull crew encountered some issues with the material compatibility for the new style tar kettle. We believe we have found a suitable material that may yield better results. Meanwhile, the infrared and hot patcher continues to patrol our streets, following our plow routes. The hot patcher has nearly completed four rounds through the city.

- **Concrete:** The concrete crew continues to work on curb and pavement replacements on West Clark. They will begin replacing sections of curb in preparation for the 2024 fall paving projects in September. This work is in addition to routine utility work restoration.
- **Paint Crew:** The Paint crew is wrapping up work on intersections and crosswalks, with about 90% of the long line painting completed. The remaining work will be finished in September.
- **Sweeping:**
 - Our crews have finished the fourth full pass of the city. Typically, the city only sweeps the entire area three times a year, but conditions have allowed us to continue sweeping.
- **Equipment maintenance/garage:**
 - In late April and early May, we received nine new parks and streets trucks for the 2024 capital fleet replacement project. Our fleet team was able to upfit most of these trucks in-house, except for two trucks that are being fitted with specialty equipment.

City of Stevens Point
1515 Strong's Avenue
Stevens Point, WI 54481



Public Works

Engineering Department:

Phone: 715-346-1561

Fax: 715-346-1650

Streets Department:

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Fax: 715-346-1687

August 26, 2024

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Ordinance Amendments in Chapter 9

The ordinance amendment of Chapter 9, Section 9.05(u) creating Accessible Parking is the result of improvements made to Seramur Park.

If there are any questions, please do not hesitate to contact me.

Thank you,

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE
CITY OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That subsection 20 of Section 9.05(u) of the Revised Municipal Code, **Accessible Parking** is hereby **created** to read as follows:

9.05(u) 20. On the east side of East Avenue from a point 107 feet south of Clark Street to a point 89 feet north of Ellis Street.

SECTION II: This ordinance change shall take effect upon passage and publication:

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: August 26, 2024
Approved: September 16, 2024
Published: September 26, 2024



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September 4, 2024

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Ordinance Amendment in Chapter 16

The ordinance amendment of Chapter 16, Section 16.14 creating Maintenance and Restoration of Swales is the result of a request made by Director Lemke to better address questions and concerns regarding maintenance and restoration of swales within the city.

If there are any questions, please do not hesitate to contact me.

Thank you,

**ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE
CITY OF STEVENS POINT, WISCONSIN**

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Chapter 16, Section 16.14 of the Revised Municipal Code, **Street, Alleys and Sidewalks** is hereby **created** to read as follows:

16.14 Maintenance and Restoration of Swales.

(1). Maintenance Required. The general maintenance of swales shall be the responsibility of the property owner in accordance with 21.03 (21) of the RMC.

(2). Modification prohibited. No person shall fill, modify, remove, alter, or place materials in swales without first having obtained permission from the Director of Public Works. Improvements such as landscape materials, parking lanes, paved areas other than authorized and permitted driveways, decorative stone or block, and other materials are not allowed in areas intended to have swales or other water treatment or conveyance purposes.

SECTION II: This ordinance change shall take effect upon passage and publication:

Approved: _____
Mike Wiza, Mayor

Attest: _____
Kari Yenter, City Clerk

Dated: September 4, 2024
Approved: September 16, 2024
Published: September 26, 2024

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September 4, 2024

To: Board of Public Works

From: Scott Beduhn, Director of Public Works

Re: Ordinance Amendments in Chapter 9

The ordinance amendment of Chapter 9, Section 9.05 Parking Limitations is the result of a request made by the Stevens Point Police Department to eliminate the use of the parking kiosks within the city. It is also the result of continued efforts updating and organizing the code.

If there are any questions, please do not hesitate to contact me.

Thank you,

ORDINANCE AMENDING THE REVISED MUNICIPAL CODE OF THE CITY OF STEVENS POINT, WISCONSIN

The Common Council of the City of Stevens Point do ordain as follows:

SECTION I: That Subsection (p) of the table of contents of Section 9.05 of the Revised Municipal Code, Parking Limitations, is hereby **amended** to read as follows:

(p) Paid Parking Zones and Control.

SECTION II: The preface of Section 9.05 of the Revised Municipal Code is hereby **amended** to read as follows:

Parking Limits, no parking, and paid parking zones. When signs are erected in any block giving notice thereof, no person shall park a vehicle on such block for longer than the period hereinafter specified within a calendar day. Moving the vehicle to a different space within the same block does not reset the period of parking allowed within the same calendar day. Signs may also be erected indicating no parking allowed, or indicating that parking requires payment to be made via mobile app, telephone, or other means. No person may park in any area where parking is prohibited or park without making payment in an area requiring payment without making such payment.

The following rules shall apply as indicated for the blocks identified within the City:

SECTION III: Subsection 2. of Section 9.05(l) of the Revised Municipal Code, All Night Parking Regulated, is hereby **amended** to read as follows:

2. Downtown District - The Downtown District shall be identified as indicated on the attached map labeled On-Street Overnight Parking Downtown. No person shall park any vehicle between the hours of 2:30 a.m. and 6:00 a.m. on any street or parking lot in the Downtown District with the following exemption:
 - i) Overnight parking will be allowed by permit in Lot 7, Lot 12, and Lot 16.
 - ii) The cost to obtain a permit will be \$3.00 per night.
 - iii) Permits can be purchased online at <https://stevenspoint.t2hosted.com/Account/Portal> or via telephone number as posted on signage located in or near the parking lot.

SECTION IV: Section 9.05(p) of the Revised Municipal Code, Parking Meter Zones and Control, is hereby **renamed** to “Paid Parking Zones and Control” and **amended** to read as follows:

(p) PAID PARKING ZONES AND CONTROL

(1) Definitions.

A. Paid Parking Zone. A paid parking zone is any block or area which has official signage posted indicating that payment is required for parking in such area.

(2) Payment to be made via mobile app or telephone. No person shall stop, stand, or park a vehicle in a paid parking zone unless payment has been made via a mobile app or telephone as indicated on the signage applicable to that zone and the allotted time purchased has not elapsed. If the paid parking zone requires a permit, permits may be acquired via mobile app or the Parking Portal on the City of Stevens Point website. Failure to comply with this provision is a violation of this code.

(3) Presumptive Violation. Enforcement in paid parking zones shall be via automobile registration number as identified in Wisconsin Statutes ch. 341. Any person making a purchase to use a paid parking zone shall enter the identification number on the license plate affixed to the vehicle to be parked. If the database associated with the paid parking zones indicates based on a displayed license plate that no parking time has been purchased for the vehicle or that the purchased time has elapsed, it shall constitute presumptive evidence that the owner or driver of the vehicle then parked in the space regulated by such has parked in violation of subsection (p)(2) of this ordinance.

(4) Public Works Department to Install Signage. The Public Works Department of the City of Stevens Point shall procure, install, and maintain parking signage and mark off individual parking spaces in the parking zones as designated herein and in such other zones as may be hereafter established by the Common Council. Spaces within paid parking zones shall be designated by lines painted or durably marked on the curbing or street surface. No person shall park any vehicles in a space within a paid parking zone so that the vehicle is not entirely within the limits of the space designated.

(5) Disposition of Parking Revenue. Parking revenue shall be deposited into the general fund of the city.

SECTION V: Section 9.05(an) of the Revised Municipal Code, Residential On-Street Parking Permits, is hereby **created** to read as follows:

(an) RESIDENTIAL ON-STREET PARKING PERMITS

(1) A residential on-street parking permit allows the person to whom it is issued to park a vehicle on-street in a paid parking zone during its period of enforcement without having to pay as required under RMC 9.05(p). Such permits shall only permit the holder to park within the particular Residential On-Street Parking Zone for which their permit is issued. Such permits may be purchased via the Parking Portal located at <https://stevenspoint.t2hosted.com/Account/Portal> A person who is eligible to purchase a Residential On-Street Parking Permit but parks without having purchased one is subject to penalty under this Section.

(2) Eligibility. To be eligible to purchase a Residential On-Street Parking Permit, a person must reside at an owner-occupied residence within the zone for which they are seeking to purchase a permit. Residents of rental properties are not eligible to purchase such permits.

(3) Zones. There shall be three Residential On-Street Parking Zones as follows:

(a) Zone 1. Zone 1 is Portage Street from Division Street to Phillips Street, Phillips Street from Portage Street to College Avenue, and Briggs Street from Division Street

to Reserve Street.

(b) Zone 2. Zone 2 is Sims Avenue from Fremont Street to Illinois Avenue and College Avenue from Fremont Street to Illinois Avenue.

(c) Zone 3. Zone 3 is Illinois Avenue from Fourth Avenue to the entrance to UWSP Parking lot T.

APPROVED: _____
Mike Wiza, Mayor

ATTEST: _____
Kari Yenter, City Clerk

Dated: September 3, 2024
Approved: September 16, 2024
Published: September 20, 2024

City of Stevens Point
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September 4, 2024

To: Board of Public Works

From: Scott Beduhn, Director of Public Works 

Re: Contract Award Recommendation
Fall Paving Project 24-03

Bids for the annual Fall Paving Project were received on September 4, 2024. American Asphalt of Wisconsin was the lone bidder. It is not uncommon to receive a low number of bids on projects with limited scopes such as the 2024 Fall Paving Project.

The bid submitted by American Asphalt was for \$497,883.92, which is within the engineer's estimate for the work. The city works with American Asphalt on many projects that include this type of work and has a good working relationship with this contractor. It is staff's opinion that American Asphalt is qualified to complete this work.

It is staff's recommendation that the project be awarded to American Asphalt of Wisconsin in an amount not to exceed \$572,566.51, including a 15 percent contingency.

If there are any questions, please do not hesitate to contact me.

Thank you.

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2024 Fall Paving Project #24-03
City of Stevens Point
September 4, 2024 11:00 AM CDT

					American Asphalt of Wisconsin	
Line Item	Item Code	Item Description	UofM	Quantity	Unit Price	Extension
1	204.0120	Removing Asphaltic Surface Milling (2-inch)	S.Y.	7,272	\$4.20	\$30,542.40
2	205.0100	Excavation Common	C.Y.	1,063	\$15.60	\$16,582.80
3	211.0100	Prepare Foundation for Asphaltic Paving (Project)	L.S.	1	\$24,250.00	\$24,250.00
4	213.0100	Finishing Roadway (Project)	EACH	1	\$2,200.00	\$2,200.00
5	305.0110	Base Aggregate Dense 3/4-Inch (Shoulder)	TON	220	\$32.40	\$7,128.00
6	325.0100	Pulverize and Relay	S.Y.	10,770	\$2.16	\$23,263.20
7	390.0203	Base Patching Asphaltic	S.Y.	727	\$30.66	\$22,289.82
8	460.6223	HMA Pavement 3MT58-28S (2 1/2-inch)	TON	1,625	\$89.88	\$146,055.00
9	460.6224	HMA Pavement 4MT58-28S Asphaltic Overlay with Fiber (2-inch)	TON	875	\$99.76	\$87,290.00
10	460.6244	HMA Pavement 4MT58-34S (2-inch)	TON	1,305	\$104.14	\$135,902.70
11	690.0150	Sawing Asphalt	L.F.	850	\$2.80	\$2,380.00
		Base Bid Total:				\$497,883.92
		Base Bid with Contingency:				\$572,566.51