



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Meeting Agenda - Final

### Board of Public Works

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Monday, August 21, 2023

10:00 AM

Council Chambers  
City Hall, First Floor

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The Board of Public Works meeting is open for in-person attendance and will also be conducted through video conferencing. The meeting can be viewed by visiting the Legislative Information Center (<https://cityoflacrosse.legistar.com/Calendar.aspx>) and clicking on the video link to the far right in the meeting list.)

#### Call to Order

#### Roll Call

#### Approval of Minutes

#### Agenda Items:

- 1      [23-0926](#)      Construction Contract Change Orders.  
  
                 Attachments: [CO#3 - Riverside South Toilet - F&H](#)  
   [CO#4 - Riverside South Toilet - F&H](#)  
   [CO#6 - RPD - Chippewa Concrete](#)
  
- 2      [23-0987](#)      Charter SPP request for communications in ROW at 1400 La Crosse Street.  
  
                 Attachments: [Charter SPP Application for Communications in ROW at 1400 La Crosse Street](#)  
   [Charter SPP Plans for Communications in ROW at 1400 La Crosse Street](#)
  
- 3      [23-0990](#)      206 5th Avenue South Street Privilege Permit request for signs in City Right of Way.  
  
                 Attachments: [206 5th Ave South Application SPP for Signs in Right of Way](#)  
   [206 5th Ave South Plans SPP for Signs in Right of Way](#)
  
- 4      [23-0993](#)      Finding & Order to establish two-way YIELD control at the intersection of Loomis & Rublee Street, requiring East-West traffic to YIELD.  
  
                 Attachments: [F&O Loomis & Rublee-YIELD](#)  
   [F&O App Loomis & Rublee](#)
  
- 5      [23-0994](#)      Finding & Order to amend existing two-way STOP with All-way STOP at the intersection of 29th Street S & Cass Street.  
  
                 Attachments: [F&O 29th & Cass - AWS](#)  
   [F&O App 29th & Cass](#)

- 6      [23-0997](#)      Lemonweir Telephone Company SPP request for Communications in ROW on Market, Cass, Division and 2nd Streets.  
**Attachments:** [Lemonweir Telephone Co SPP Application for Communications in Row between Lemonweir Telephone Co SPP Plans for Communications in Row between Fror](#)
- 7      [23-0998](#)      Finding & Order to amend existing two-hour parking with four No Parking zones in the 700 & 800 blocks of Market Street.  
**Attachments:** [F&O 700 - 800bl Market NP](#)  
[F&O App 700 Market](#)
- 8      [23-0999](#)      Finding & Order to amend existing two-hour parking with No parking Zone on the West side of 600 block of 9th Street South, from the North line of Market Street to a point 50 feet northerly thereof.  
**Attachments:** [F&O 600bl 9th S NP](#)  
[F&O App 700 Market](#)
- 9      [23-1000](#)      Finding & Order to amend three sections of two- hour parking along 8th Street S with No Parking Zones.  
**Attachments:** [F&O 600-700bl 8th S NP](#)  
[F&O App 700 Market](#)
- 10     [23-1001](#)      Approval of adding Riverside Parking Ramp (424 2nd Street S.) to the current fee structure of all other City parking ramps.  
**Attachments:** [BPW 22-1536 - Approved 12/19/2022](#)  
[Resolution 23-0860 and Agreement - Adopted 8/10/2023](#)

## Adjournment

*Notice is further given that members of other governmental bodies may be present at the above scheduled meeting to gather information about a subject over which they have decision-making responsibility.*

### NOTICE TO PERSONS WITH A DISABILITY

*Requests from persons with a disability who need assistance to participate in this meeting should call the City Clerk's office at (608) 789-7510 or send an email to [ADAcityclerk@cityoflacrosse.org](mailto:ADAcityclerk@cityoflacrosse.org), with as much advance notice as possible.*

**Board members: Mitch Reynolds, Jenasea Hameister, Rebecca Schwarz, Andrea Trane, Matthew Gallager.**



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
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## Text File

File Number: 23-0926

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

**Agenda Number:** 1

**CONTRACT CHANGE ORDER**

No. 3

Date 7-20-23

Contract No. PRKS-2023-015 for the following public work: Riverside South Toilet Rooms Project between Fowler & Hammer, Inc. and the City of La Crosse, dated March 2, 2023, is hereby changed in the following particulars, to-wit:

The following specific work is hereby eliminated from such contract:

**None** **\$ 0.00**

The following specific work is hereby added to such contract:

**Substitute tile for epoxy paint wall finishing** **\$ 23,716.44**

By virtue of such changes in the contract, the following revisions shall be made in the contract price:

Contract Price -----	\$ 614,565.00
Contract price decreased by eliminations -----	\$ 0.00
Contract price increased by additions -----	\$ 23,716.44
Net <del>Deductions</del> or Additions (Strike out one) -----	\$ 23,716.44
Revised Contract Price -----	<u>\$ 638,281.44</u>

Fowler & Hammer, Inc.  
NAME OF CONTRACTOR



CONTRACTOR SIGNATURE

\_\_\_\_\_  
BOARD OF PUBLIC WORKS

I HEREBY CERTIFY that there are sufficient funds in the treasury to meet the liability assumed by the foregoing addenda to contract, or that provision has been made to pay the liability that will accrue thereunder. (WS 62.15-12; 62.09-10-f)

DocuSigned by:  
David Tauscher  
EE923CC8B4BC443...

Budget Analyst

DocuSigned by:  
Chadwick Hawkins  
A93F306A40954A6...

Controller



**CONTRACT CHANGE ORDER**

No. 4

Date 8-9-23

Contract No. PRKS-2023-015 for the following public work: Riverside South Toilet Rooms Project between Fowler & Hammer, Inc. and the City of La Crosse, dated March 2, 2023, is hereby changed in the following particulars, to-wit:

The following specific work is hereby eliminated from such contract:

**None** **\$ 0.00**

The following specific work is hereby added to such contract:

**Substitute standing seam metal roof for shingle roof** **\$ 35,301.18**

By virtue of such changes in the contract, the following revisions shall be made in the contract price:

Contract Price -----	\$ 638,281.44
Contract price decreased by eliminations -----	\$ 0.00
Contract price increased by additions-----	\$ 35,301.18
Net <del>Deductions</del> or Additions (Strike out one) -----	\$ 35,301.18
Revised Contract Price -----	<u>\$ 673,582.62</u>

Fowler & Hammer, Inc.  
NAME OF CONTRACTOR



CONTRACTOR SIGNATURE

BOARD OF PUBLIC WORKS

I HEREBY CERTIFY that there are sufficient funds in the treasury to meet the liability assumed by the foregoing addenda to contract, or that provision has been made to pay the liability that will accrue thereunder. (WS 62.15-12; 62.09-10-f)

DocuSigned by:  
David Tauscher

EE923CC8B4BC443...

Budget Analyst

DocuSigned by:  
Chadwick Hawkins

A93F306A40954A6...

Controller

**CONTRACT CHANGE ORDER**

No. 6

Date August 9, 2023

EDF #22-026.02

Contract No. MISC-2022-031 for the following public work: River Point District—Phase II (Street & Utilities) between Chippewa Concrete Services, Inc. and the City of La Crosse, dated 9/01/22, is hereby changed in the following particulars, to-wit:

The following specific work is hereby eliminated from such contract:

Remove Item 01 71 23.01 Field Engineering (Staking), 1 LS, \$54,951.60/LS,  
Total Deduct = \$54,951.60.

The following specific work is hereby added to such contract:

Additional pavement, water main, storm sewer, and sanitary sewer required to serve Lot 7 construction. The total estimated cost of this work is \$477,342.02. See attached documents for proposed plans and item breakdown.

By virtue of such changes in the contract, the following revisions shall be made:

Contract-----	<u>\$10,961,937.96</u>
Contingency-----	<u>\$0.00</u>
Net Previous Change Orders-----	<u>\$25,216.34</u>
Decrease by eliminations (this C.O.)-----	<u>\$54,951.60</u>
Increase by additions (this C.O.)-----	<u>\$477,342.02</u>
Net <del>Deductions</del> or Additions (Strike out one)-----	<u>\$422,390.42</u>
<b>Revised Contract Total</b> -----	<u><b>\$11,409,544.72</b></u>

Chippewa Concrete Services, Inc.  
NAME OF CONTRACTOR

  
\_\_\_\_\_  
CONTRACTOR SIGNATURE

\_\_\_\_\_  
BOARD OF PUBLIC WORKS

I HEREBY CERTIFY that there are sufficient funds in the treasury to meet the liability assumed by the foregoing addenda to contract, or that provision has been made to pay the liability that will accrue thereunder. (WS 62.15-12; 62.09-10-f)

DocuSigned by:  
David Tauscher  
EE923CC8B4BC443... Budget Analyst

DocuSigned by:  
Chadwick Hawkins  
A93F306A40954A6... Controller

### **Summary of Change Order**

Additional underground utilities and pavement are necessary to properly serve the construction for the development of Lot 7. These utilities were previously planned for construction during Phase III, but will be constructed during Phase II to allow for construction to begin in Lot 7 this year.



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0987

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

**Agenda Number:** 2



**REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION**  
**FOR COMMUNICATIONS (FIBER OPTICS, TELEPHONE, CABLE, ETC.)**  
 City of La Crosse Engineering Department  
 Phone: 608-789-7505 Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) <http://cityoflacrosse.org>

Encroachment Owner: Perry McClellan-Charter Communications #4646670  
 Address: 1228 12th Ave S City: Onalaska State: WI Zip: 54650  
 Phone # 608-783-8122 608-317-6213 Email Address Perry.McClellan@charter.com  
 Application Preparer (if different from above) Michele Peterson-Mi-Tech Services  
 Relationship with Owner: contractor for design and permitting  
 Phone # 920-924-3690 ext 3528 Email Address mpeterso@mi-tech.us

**Description of Proposed Encroachment:**

bore (coax) in the road right of way

**Encroachment Addresses (List by Street and 100 blocks):**

1400 La Crosse St. La Crosse WI

I certify that I have reviewed the Municipal Code and understand all that is related to this permit request. I further certify that I have the full authority to make the foregoing application; the information in the application and the required submittals are complete and correct; the Work or Use performed shall comply with all the laws of the State of Wisconsin, and all ordinances, rules, regulations, policies and special conditions of the City of La Crosse. The applicant agrees to perform the work covered by an approved permit with diligence and convenience to the public. **See Sheet 2 of 2 for Additional Conditions.**

Signature of Owner or designee: Perry McClellan Date: 7/14/2023  
 Print Name and Title: Perry McClellan Construction Coordinator

Please return this completed application along with required information and fees noted on checklist below to: City of La Crosse, Engineering Department, 400 La Crosse Street, La Crosse, WI 54601. You will then be given notice of when your request will be on the Board of Public Works agenda for consideration. **Average completion time for validation 45 days.**

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 BELOW THIS LINE TO BE COMPLETED BY CITY STAFF ONLY  
 -----

**Required items to be provided by Applicant:**

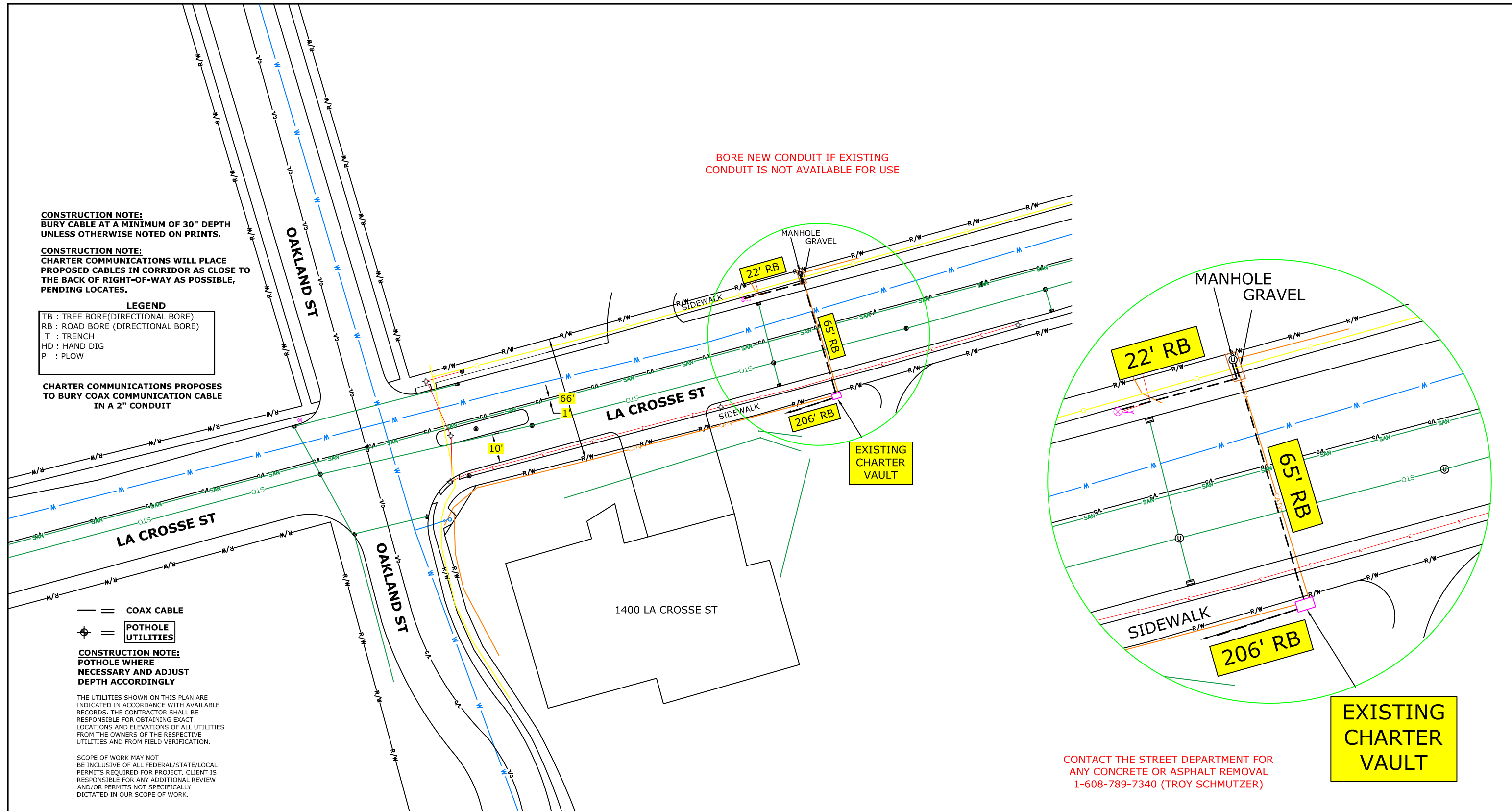
- Scale Drawing of encroachments   
 (Complete Utility Locate by Digger's Hotline Required)
- Certificate of Insurance (City as additional Insured)
- Initial Application Fee \$ 100.00
- City Utility Potential Conflict Notification and Sign-Off

**Board of Public Works Approval Date:**

**Encroachment Type:**

**Permit Number:**

All Fees are Non-Refundable & Subject to change by City Council



**CONSTRUCTION NOTE:**  
BURY CABLE AT A MINIMUM OF 30" DEPTH UNLESS OTHERWISE NOTED ON PRINTS.

**CONSTRUCTION NOTE:**  
CHARTER COMMUNICATIONS WILL PLACE PROPOSED CABLES IN CORRIDOR AS CLOSE TO THE BACK OF RIGHT-OF-WAY AS POSSIBLE, PENDING LOCATES.

**LEGEND**  
TB : TREE BORE(DIRECTIONAL BORE)  
RB : ROAD BORE (DIRECTIONAL BORE)  
T : TRENCH  
HD : HAND DIG  
P : PLOW

CHARTER COMMUNICATIONS PROPOSES TO BURY COAX COMMUNICATION CABLE IN A 2" CONDUIT

== COAX CABLE  
⊕ = POT HOLE UTILITIES

**CONSTRUCTION NOTE:**  
POTHOLE WHERE NECESSARY AND ADJUST DEPTH ACCORDINGLY

THE UTILITIES SHOWN ON THIS PLAN ARE INDICATED IN ACCORDANCE WITH AVAILABLE RECORDS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING EXACT LOCATIONS AND ELEVATIONS OF ALL UTILITIES FROM THE OWNERS OF THE RESPECTIVE UTILITIES AND FROM FIELD VERIFICATION.

SCOPE OF WORK MAY NOT BE INCLUSIVE OF ALL FEDERAL/STATE/LOCAL PERMITS REQUIRED FOR PROJECT. CLIENT IS RESPONSIBLE FOR ANY ADDITIONAL REVIEW AND/OR PERMITS NOT SPECIFICALLY DICTATED IN OUR SCOPE OF WORK.

BORE NEW CONDUIT IF EXISTING CONDUIT IS NOT AVAILABLE FOR USE

CONTACT THE STREET DEPARTMENT FOR ANY CONCRETE OR ASPHALT REMOVAL  
1-608-789-7340 (TROY SCHMUTZER)

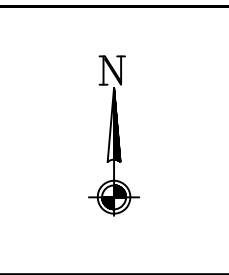
(920)465-8018  
GREEN BAY, BROWNSVILLE,  
NEW BERLIN & MINNEAPOLIS

LEGEND			
⊕	JOINT POLE	△	ANCHOR
⊕	NEW JOINT POLE	△	NEW ANCHOR
×	POWER POLE	△	JOINT ANCHOR
×	NEW POWER POLE	△	NEW JOINT ANCHOR
○	TELEPHONE POLE	△	FOREIGN ANCHOR
○	NEW TELEPHONE POLE	△	DOWNGUY
⊕	EXISTING PEDESTAL	△	NEW DOWNGUY
⊕	NEW PEDESTAL	△	UTILITY VALVE
○	MANHOLE	○	EXISTING FIBER COIL
○	EXISTING FIBER COIL	○	NEW FIBER COIL
○	NEW FIBER COIL	○	EXISTING HAND HOLE
○	EXISTING HAND HOLE	○	NEW HAND HOLE
○	NEW HAND HOLE	○	SHRUBS
○	SHRUBS	○	DECIDUOUS TREE
○	DECIDUOUS TREE	○	CONIFEROUS TREE
○	GROUND	○	NEW GROUND
○	NEW GROUND	○	PROPERTY LINE
○	PROPERTY LINE	○	ROADWAY CENTERLINE
○	ROADWAY CENTERLINE	○	FIBER WARNING SIGN
○	FIBER WARNING SIGN	○	TRAFFIC LIGHT
○	TRAFFIC LIGHT	○	HYDRANT
○	HYDRANT	○	SIGNS
○	SIGNS	○	STREET LIGHT
○	STREET LIGHT	○	CONIFEROUS TREE

LINETYPES	
— F —	PROPOSED FIBER STRAND
— G —	GAS
— W —	WATER
— E —	ELECTRICAL
— S —	STORM
— SA —	SANITARY
— CA —	CABLE TV
— TEL —	TELEPHONE

PROJECT # 4646670  
PERMIT ID #4646670CITY

1228 12TH AVE S  
ONALASKA, WI 54650



ADDRESS	
1400 LA CROSSE ST	
FIELD BY:	DATE:
DRAFTED BY:	DATE:
MP	7/14/2023
DESIGNED BY:	DATE:
ASBUILTS BY:	DATE:

LOCATION	
LA CROSSE, WI	
1	



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0990

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

**Agenda Number:** 3



**REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION**

**City of La Crosse Engineering Department**

Phone: 608-789-7505 Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) <http://cityoflacrosse.org>

Property Owner: \_\_\_\_\_ Brightspeed \_\_\_\_\_  
Address: 112 6th St. City: Bristol State: TN Zip: 37620 Phone # 980-376-1222  
Email Address [james.martin@brighspeed.com](mailto:james.martin@brighspeed.com)

Application Preparer (if different from above) Theresa Besse, La Crosse Sign Group  
Relationship with Owner: Sign Contractor  
Phone # 608-781-1450 Email Address [theresa.besse@lacrossesign.com](mailto:theresa.besse@lacrossesign.com)

**Description of Proposed Encroachment:**

Walls signs are on a building that is built right up to the pedestrian sidewalk

**Encroachment Address(es):** 206 5th Ave. S, La Crosse, WI 54601

**Benefiting Tax Parcel ID #(s):** 17-20034-100

I certify that I have reviewed the Municipal Code and understand all that is related to this permit request. I further certify that I have the full authority to make the foregoing application; the information in the application and the required submittals are complete and correct; the Work or Use performed shall comply with all the laws of the State of Wisconsin, and all ordinances, rules, regulations, policies and special conditions of the City of La Crosse. The applicant agrees to perform the work covered by an approved permit with diligence and convenience to the public.

Signature of Owner : see attached letter of authorization Date: 8-10-23  
Print Name and Title: James C. Martin, Manager Facilities Operations

Please return this completed application along with required information and fees noted on checklist below to: City of La Crosse, Engineering Department, 400 La Crosse Street, La Crosse, WI 54601. You will then be given notice of when your request will be on the Board of Public Works agenda for consideration. Once approved an agreement document will be drafted by City and sent to Owner for signatures. Permit will then be valid once recorded with the County's Register of Deeds department. Applicant shall obtain all other necessary permits as required by City Departments. **Average completion time for validation 45 days.**

**BELOW THIS LINE TO BE COMPLETED BY CITY STAFF ONLY**

**Required items to be provided by Applicant:**

- Scale Drawing of encroachment on letter size paper(s)
- Legal Description of benefiting parcel(s)
- Certificate of Insurance (City as additional Insured)
- Initial Application / Annual Fee \$ 100.00
- City Utility Potential Conflict Notification and Sign-Off

**Board of Public Works**

**Approval Date:**

**Encroachment Type:**

SIGNS

**Permit Number:**

**All Fees are Non-Refundable & Subject to change by City Council**





## REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION

City of La Crosse Engineering Department

Phone: 608-789-7505 Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) <http://cityoflacrosse.org>

### Permit Additional Conditions

- 1 The encroachment must be maintained in good condition at all times.
- 2 The applicant shall be primarily liable for damages to person or property by reason of the maintenance of said encroachment.
- 3 Applicant waives any and all rights to contest in any manner the validity of Sec. 66.0425, Wis. Stats. and the amount of compensation charged.
- 4 Provision for a bond is hereby waived.
- 5 The applicant for a permit to encroach on the public right-of-way shall procure and maintain for the duration of the permit a minimum liability and contractual liability policy in the amount of \$100,000.00 each person, \$300,000.00 each accident for bodily injury and \$100,000.00 for property damage. A certificate of such insurance shall be filed with the City of La Crosse as part of the application. The insurance shall name the City, its officials, employees and agents as additional insureds. The Board may approve greater insurance protection on a case-by-case basis.
- 6 Applicant agrees that if they do not remove the encroachment within ten (10) days after receiving notice from the City to do so, the City is authorized to remove the same and applicants agree to pay the City for all costs of such removal.
- 7 Applicant further agrees that the City shall not be liable to applicants for any damage applicants may receive to their encroachment should it be damaged by the City if the City performs work or maintenance in the area of the Revocable Occupancy Permit.
- 8 Applicant further agrees that if the City determines that the installation or use of the described encroachment authorized under this permit increases the difficulty of highway maintenance, creates conditions adverse to the best interest of the highway users, the general public, or presents a threat to highway safety, then the Occupant, upon notification by the City shall promptly remove the encroachment from the highway right of way.
- 9 Failure by the Applicant to comply with the provisions of this permit is cause for the City to terminate this permit and to require the Applicant to take immediate action to clear the right of way to a safe condition.
- 10 Applicant agrees to renew this permit annually each January by submitting renewal form and current fee established by the La Crosse Common Council.



**LETTER OF AUTHORIZATION**

**Location –** LACROSSE WI

Site Address: 206 5th Ave.

Landlord: \_\_\_\_\_

Contact: James Martin

Telephone: 980-376-1221

Email: James.Martin@brightspeed.com

On behalf of the owner and/or as owner representative,

I, (PLEASE PRINT) James C. Martin, give **Pattison Sign Group/ and their agents** authorization to apply for permits, secure all necessary municipal approvals and install proposed sign package at the above mentioned property.

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

Signed: James C. Martin

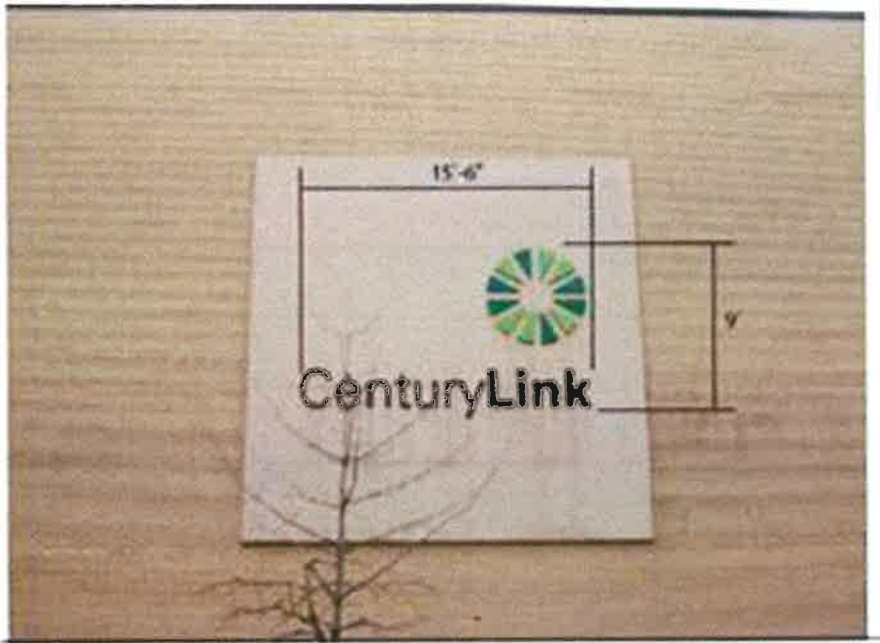
Printed Name & Title: James Martin, Manager Facilities Operations

Company Name: Brightspeed

Address: 112 6<sup>th</sup> Street, Bristol TN 37620

Telephone: 980-376-1222

Email: james.martin@brightspeed.com



Below is the other wall sign, existing cabinet getting a new face.



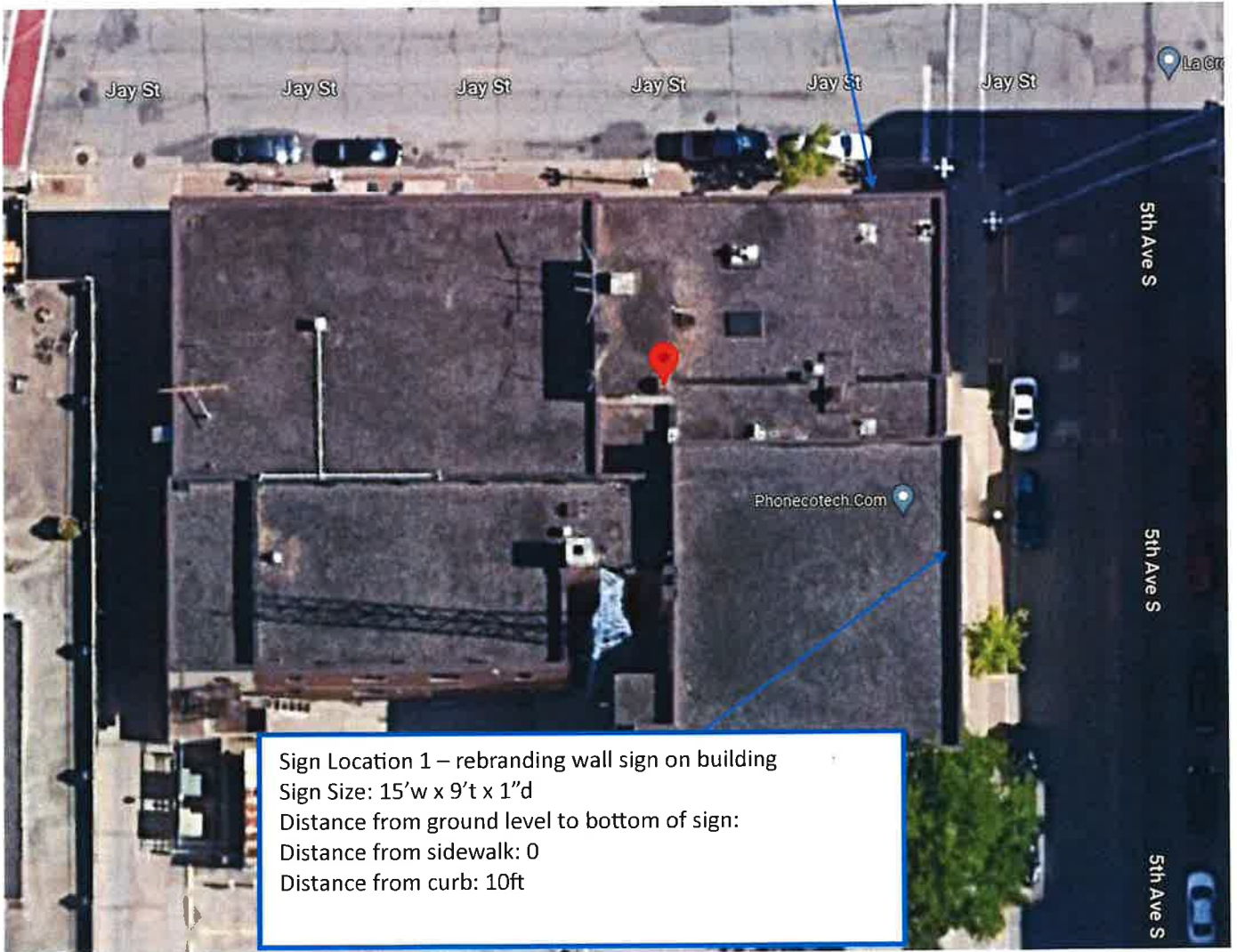
EXISTING



PROPOSED

Brightspeed (previously CenturyLink)  
206 5<sup>th</sup> Ave. S  
La Crosse, WI 54601

Sign Location 2 – rebranding wall sign on building  
Sign size: 6'-6" w x 3'-6" t x  
Distance from ground level to bottom of sign:  
Distance from side walk: 0  
Distance from curb: 6ft



Sign Location 1 – rebranding wall sign on building  
Sign Size: 15' w x 9' t x 1" d  
Distance from ground level to bottom of sign:  
Distance from sidewalk: 0  
Distance from curb: 10ft

Legal Description of benefiting parcel(s):

C & F J DUNN, H L DOUSMAN & PETER CAMERONS ADDITION LOTS 9 & 10 BLOCK 14 LOT SZ: 60 X 169 1/2



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0993

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**Agenda Date:** 8/21/2023

**Version:** 2

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** Finding & Order

**Agenda Number:** 4







**TRAFFIC/PARKING ZONE REQUEST FORM  
FINDING AND ORDER APPLICATION**

Engineering Department \* Phone: (608) 789-7505 \* Fax: (608) 789-8184  
www.cityoflacrosse.org/engineering engineering@cityoflacrosse.org

APPLICATION NO:
DATE:
PARCEL ID:

STATUS:	APPLICATION TYPE:
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**APPLICANT INFORMATION**

NAME (FIRST, MI, LAST): Joshua J Hein	DATE: 6/29/23
ADDRESS (STREET, CITY, STATE, ZIP): 1625 Loomis Street, La Crosse, WI 54603	
PRIMARY PHONE NUMBER: 608-518-9301	EMAIL ADDRESS: jjhein67@gmail.com

**TRAFFIC AREA DETAILS**

LOCATION OF REQUEST – BE SPECIFIC (PROVIDE PHOTOS IF AVAILABLE):  
Yield sign at intersection of Loomis Street and Rubilee Street on North Side of La Crosse. Prefer to stop traffic on Rubilee (East and West travelling, yielding to Loomis), allowing Loomis traffic to move north and south freely.

PURPOSE OF REQUEST:  ADD ZONE     REMOVE ZONE

ZONE TYPE:     PARKING (No Parking, Loading Zone, 2 Hour)     TRAFFIC CONTROL (Stop, Yield)     DIRECTIONAL CONTROL (Turning Lane)  
 PEDESTRIAN (Crosswalk, Advanced Warning)     DIRECTION OF TRAVEL (One Way)     OTHER (Specify in Comments)

COMMENTS:  
We have witnessed too many close calls for accidents, and seen at least one bad accident recently. People often drive straight through either street without even a glance at the cross traffic, and its not safe for pedestrians either.

The undersigned understand and agrees to the following:

1. The completed form does not guarantee the desired outcome;
2. Results of recommendations are subject to approval by the Board of Public Works (BPW) or Common Council;
3. Implementation shall comply as necessary with Wisconsin State Statutes, City of La Crosse Municipal Code, and the MUTCD;
4. The applicant will be notified of meeting date for public hearing before BPW or Common Council;
5. Attaching a petition may be beneficial in the decision-making process.
6. Parking requests need to come from or have approval from the Property Owner(s).

Joshua J Hein		6/29/23
APPLICANT OR AUTHORIZED REPRESENTATIVE SIGNATURE (TYPED**)	TITLE	DATE

\*\*By typing your name, this constitutes a legally binding, electronic signature

**TRAFFIC ENGINEER USE ONLY**

DATE RECEIVED: 6/30/23	REVIEWED BY: SJS / JO
TRAFFIC STUDY REQUIRED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	PETITION REQUIRED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TRAFFIC ENGINEER COMMENTS: E/W Yield	

**POLICE PARKING UTILITY USE ONLY**

DATE RECEIVED:	REVIEWED BY:
POLICE PARKING UTILITY COMMENTS:	

**BOARD OF PUBLIC WORKS USE ONLY**

BOARD OF PUBLIC WORKS MEETING DATE:	APPLICANT NOTIFIED BY (NAME):	DATE/TIME OF NOTIFICATION:
COMMENTS:		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	EFFECTIVE DATE:	



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0994

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** Finding & Order

**Agenda Number:** 5





From the Offices of the Traffic Engineer  
and the Chief of Police  
City Hall

**CITY OF LA CROSSE  
BOARD OF PUBLIC WORKS  
Findings & Orders:**

August 14, 2023

ESTABLISHING

AMENDING

VACATING

TYPE OF ALTERATION: All-way STOP control

GENERAL LOCATION: 29<sup>th</sup> Street South & Cass Street

Report:

A request was received to investigate traffic control at the intersection of 29<sup>th</sup> Street South and Cass Street, which is currently two-way STOP controlled. Conditions, including sight distance, crash history, existing volume, and road classification were reviewed.

Upon observing the site, it was noted that the existing 29<sup>th</sup> Street S does not connect through, creating unexpected crossing traffic for Cass Street drivers. To establish additional safety at the intersection, it is recommended to install all-way STOP control.

**WHEREAS**, Section 44-39 of the City of La Crosse Municipal Code of Ordinances provides that after obtaining a report and recommendation of the Traffic Engineer, the Chief of Police shall forward recommendations and appropriate orders to the Board of Public Works.

**AND WHEREAS**, the Findings of the Traffic Engineer state the public interest, convenience, and necessity, the Chief of Police hereby Orders the above traffic alterations, to wit:

- Install STOP signs, requiring all directions to STOP.

**NOW, THEREFORE**, the Board of Public Works hereby approves the aforementioned traffic alteration, and City staff is hereby authorized to effect said changes.

Matthew A. Gallager  
Director of Engineering & Public Works

Shawn Kudron  
Chief of Police

Date Filed: 2023-08-14

BPW Approval: \_\_\_\_\_  
Date

\_\_\_\_\_  
Presiding Officer



**TRAFFIC/PARKING ZONE REQUEST FORM  
FINDING AND ORDER APPLICATION**

Engineering Department \* Phone: (608) 789-7505 \* Fax: (608) 789-8184  
www.cityoflacrosse.org/engineering      engineering@cityoflacrosse.org

APPLICATION NO:
DATE:
PARCEL ID:

STATUS:	APPLICATION TYPE:
---------	-------------------

**APPLICANT INFORMATION**

NAME (FIRST, MI, LAST): Larry A Sleznikow	DATE: 06/01/2023
ADDRESS (STREET, CITY, STATE, ZIP): 2203 Cass Street, La Crosse, WI, 54601	
PRIMARY PHONE NUMBER: 608-769-2139	EMAIL ADDRESS: sleznikowl@cityoflacrosse.org

**TRAFFIC AREA DETAILS**

**LOCATION OF REQUEST – BE SPECIFIC (PROVIDE PHOTOS IF AVAILABLE):**  
The traffic intersection of Cass Street and 29th Street South. Photos of the intersection are included.

**PURPOSE OF REQUEST:**     ADD ZONE     REMOVE ZONE

**ZONE TYPE:**     PARKING (No Parking, Loading Zone, 2 Hour)     TRAFFIC CONTROL (Stop, Yield)     DIRECTIONAL CONTROL (Turning Lane)  
 PEDESTRIAN (Crosswalk, Advanced Warning)     DIRECTION OF TRAVEL (One Way)     OTHER (Specify in Comments)

**COMMENTS:** This intersection is in my Council District 4. I have received complaints from residents near this intersection of vehicles speeding going both east and west on Cass Street through the 29th St. South intersection. I would like to see if this intersection can be made into a 4-way stop intersection to provide more calming of vehicular speeds.

The undersigned understand and agrees to the following:

1. The completed form does not guarantee the desired outcome;
2. Results of recommendations are subject to approval by the Board of Public Works (BPW) or Common Council;
3. Implementation shall comply as necessary with Wisconsin State Statutes, City of La Crosse Municipal Code, and the MUTCD;
4. The applicant will be notified of meeting date for public hearing before BPW or Common Council;
5. Attaching a petition may be beneficial in the decision-making process.
6. Parking requests need to come from or have approval from the Property Owner(s).

Larry Sleznikow	Council Member, District 4	06-01-2023
APPLICANT OR AUTHORIZED REPRESENTATIVE SIGNATURE (TYPED**)	TITLE	DATE
<i>**By typing your name, this constitutes a legally binding, electronic signature</i>		

**TRAFFIC ENGINEER USE ONLY**

DATE RECEIVED: 6/2/23	REVIEWED BY: SJS
TRAFFIC STUDY REQUIRED: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	PETITION REQUIRED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TRAFFIC ENGINEER COMMENTS: All way stop	

**POLICE PARKING UTILITY USE ONLY**

DATE RECEIVED:	REVIEWED BY:
POLICE PARKING UTILITY COMMENTS:	

**BOARD OF PUBLIC WORKS USE ONLY**

BOARD OF PUBLIC WORKS MEETING DATE:	APPLICANT NOTIFIED BY (NAME):	DATE/TIME OF NOTIFICATION:
COMMENTS:		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	EFFECTIVE DATE:	

Google Earth view of the intersection of Cass St. and 29<sup>th</sup> St. South





# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0997

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**Agenda Date:** 8/21/2023

**Version:** 2

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

**Agenda Number:** 6



**REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION  
FOR COMMUNICATIONS (FIBER OPTICS, TELEPHONE, CABLE, ETC.)**

**City of La Crosse Engineering Department**

Phone: 608-789-7505 Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) <http://cityoflacrosse.org>

Encroachment Owner: Lemonweir Telephone Company  
 Address: 127 US HWY 12-16 City CAMP DOUGLAS State: WI Zip: 54618  
 Phone # 608-427-6515 Email Address kevin.barth@getlynxx.com

Application Preparer (if different from above) Cindy Zellmer  
 Relationship with Owner: Permit Agent D/B/F Lemonweir  
 Phone # 435-623-6650 Email Address Cindy.Zellmer@jsitel.com

**Description of Proposed Encroachment:**

Placing service drops to customers with 144 fiber optic cable and fiber peds under the sidewalk boring sidewalks.  
 We are taking up parts of sidewalk to place fiber peds. *Between Front, 10th, King + Market Streets*

**Encroachment Addresses (List by Street and 100 blocks):**

Between 10th St & 2nd St . running on market St. all the way to 2nd St  
 Between Market St & King St. running on 2nd St to service First Supply and then to NE corner of 2nd & King St.  
 Running off 2nd St on to Division east to service Pischke's off alley between 2nd & 3rd, then east from corner 2nd & Division to Front St to service First Supply  
 Running off 2nd st to east on Case St to alley between 3rd & 4th st to service both Pischke businesses

I certify that I have reviewed the Municipal Code and understand all that is related to this permit request. I further certify that I have the full authority to make the foregoing application; the information in the application and the required submittals are complete and correct; the Work or Use performed shall comply with all the laws of the State of Wisconsin, and all ordinances, rules, regulations, policies and special conditions of the City of La Crosse. The applicant agrees to perform the work covered by an approved permit with diligence and convenience to the public. **See Sheet 2 of 2 for Additional Conditions.**

Signature of Owner or designee: \_\_\_\_\_ Date: 5/4/2023  
 Print Name and Title: Cindy Zellmer as an agent for Lemonweir

Please return this completed application along with required information and fees noted on checklist below to: City of La Crosse, Engineering Department, 400 La Crosse Street, La Crosse, WI 54601. You will then be given notice of when your request will be on the Board of Public Works agenda for consideration. **Average completion time for validation 45 days.**

**BELOW THIS LINE TO BE COMPLETED BY CITY STAFF ONLY**

**Required items to be provided by Applicant:**

- Scale Drawing of encroachments   
(Complete Utility Locate by Digger's Hotline Required)
- Certificate of Insurance (City as additional Insured)
- Initial Application Fee \$ \_\_\_\_\_
- City Utility Potential Conflict Notification and Sign-Off

**Board of Public Works  
Approval Date:**

**Encroachment Type:**

*Communications*

**Permit Number:**

**All Fees are Non-Refundable & Subject to change by City Council**

**SHEET 1 OF 2**





## REVOCABLE OCCUPANCY / STREET PRIVILEGE PERMIT APPLICATION

City of La Crosse Engineering Department

Phone: 608-789-7505 Email: [engineering@cityoflacrosse.org](mailto:engineering@cityoflacrosse.org) <http://cityoflacrosse.org>

### STREET PRIVILEGE PERMIT CONDITIONS FOR COMMUNICATIONS INSTALLATIONS

1. The applicant shall be primarily liable for damages to person or property by reason of the granting of this street privilege permit.
2. The applicant shall obtain an excavation permit from the City of La Crosse Engineering Department prior to performing installation or any maintenance on the cable in the City right-of-way that requires excavation or disruption of pavement, sidewalk, curb and gutter, or other structure.
3. The applicant agrees that tracer wires shall be used and final cable location within the street right-of-way shall be approved by the City Engineer. Cable shall be installed not less than 36 inches deep, unless otherwise approved by the City Engineer.
4. Applicant agrees to provide the City of La Crosse with final "as-built" plans when installation is complete.
5. Applicant agrees that any pavement, concrete or green space disturbed during drilling activities shall be restored to its prior condition.
6. Applicant agrees that said installation shall not interfere with the City's water, sanitary sewer, or storm sewer underground infrastructure that may be in the area.
7. Applicant further agrees that they will make arrangements with the public utility companies and the City of La Crosse to clear all public underground utilities prior to initiating such work, and if necessary, applicant will make arrangements with the City of La Crosse to ensure proper traffic control.
8. Applicant waives any and all rights to contest in any way or manner the validity of Sec. 66.0425 of the Wisconsin Statutes and the amount of compensation charged.
9. Applicant agrees to become a member of Diggers Hotline for marking / locating of utility.
10. The applicant for a permit to encroach on the public right-of-way shall procure and maintain for the duration of the permit a minimum liability and contractual liability policy in the amount of \$100,000.00 each person, \$300,000.00 each accident for bodily injury and \$100,000.00 for property damage. A certificate of such insurance shall be filed with the City Attorney as part of the application. The insurance shall name the City, its officials, employees and agents as additional insureds. The Board may approve greater insurance protection on a case-by-case basis.
11. Applicant further agrees to hold harmless the City for any damage to said cable while the City, its agents or contractors are conducting construction for maintenance activities in or upon such area in which said cable lies; provided, however, the City shall make a good faith effort to notify applicant of any maintenance or work in the area of the street privilege permit which may damage applicant's cable.
12. Applicant agrees to remove the cable and return the area to its original condition upon ten (10) days' notice by the Board of Public Works. The applicant further agrees that if it does not remove the cable within ten (10) days after receiving notice, the City is authorized to remove the same and applicant agrees to pay the City for all costs of such removal.
13. Applicant further agrees that the obligations and conditions of this street privilege permit shall be binding upon all heirs, successors and assigns of applicant.
14. The person(s) signing this Permit warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

Sheet 2 of 2



# WILT-62(WILT-83)-La Crosse

Write a description for your map.

## Legend

- Buzzard Billy's
- Children's Museum of La Crosse
- Courtyard by Marriott La Crosse Downtown/?
- Feature 1
- KWIK TRIP #761
- La Crosse Center
- People's Food Co-op
- Pla-Mor Lanes & the Eleventh Frame Diner
- R7W
- Toyota of La Crosse
- Untitled Path
- Untitled Polygon

2nd St-pg 26

Cass St-pgs 25-25a,b,c

alley off cass St-pgs 25c, d,e

2nd st-pgs 23-25

Division St. - Pgs 23-23a,b,c

Front St- Pg 23d

2nd St- pgs 22-23

Market St- pgs 14-21

T15N R7W Sec:5



1000 ft







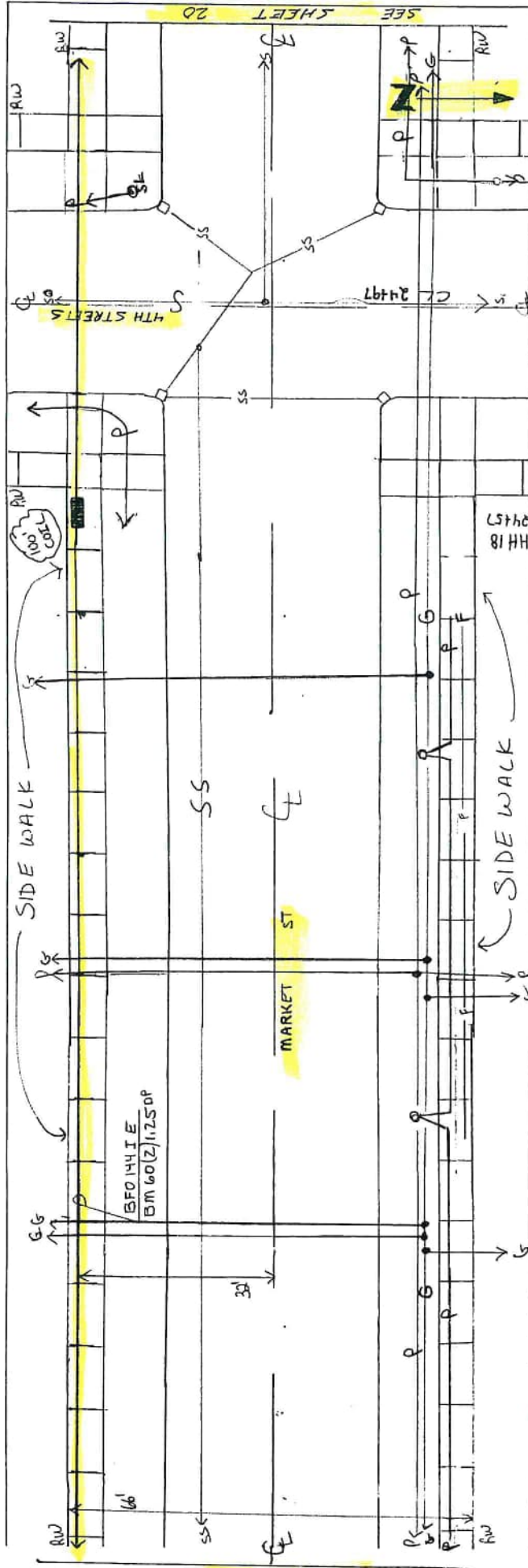












POLE / TION	BA	BD/BDU	BFO	BHF	BHF	2A	SJAF	LOC	BM	SSP	73	62	71	03	99	HBFO	HO	HO	SCBFO	ONT	SUB #	PREPARED BY
141E				(1)	(1)	2	53F	60	61	61						(M)	-1	-1P		(2)		H. B. STAMM CONSULTANTS BARRON, WISCONSIN (608) 372-4127
64B							53F	60	61	61												LVT CORP CAMP DOUGLAS, WI
							LOC	DP	1, 1.5	DP												EXCHANGE: LACROSSE
																						SERV. AREA:
																						ROUTE:
																						SHEET 19 OF
																						COUNTY: LACROSSE
																						TWP: CITY OF LACROSSE
																						TWN: 15 W. RING TWP SEC: 5
																						STAKED: 50 FT 9-21
																						AS REC:
																						CONTRACT: WILT-62
																						M-SC WO #
																						CONST. SHT. OF



































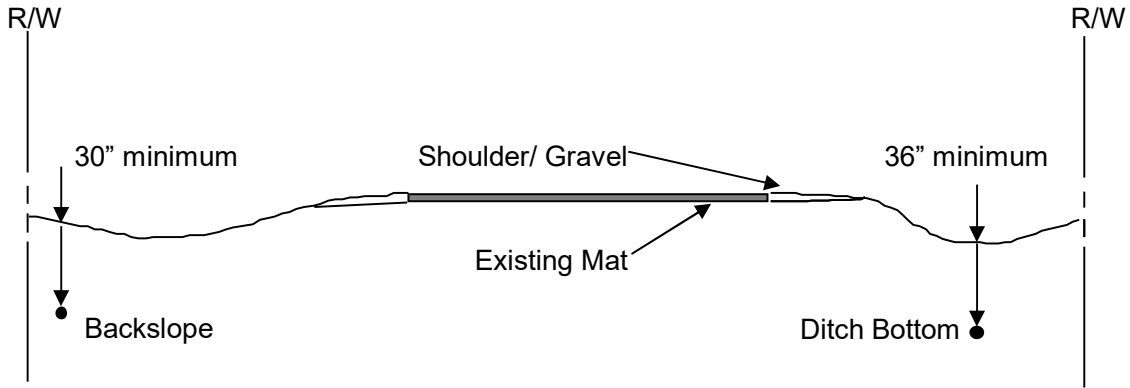




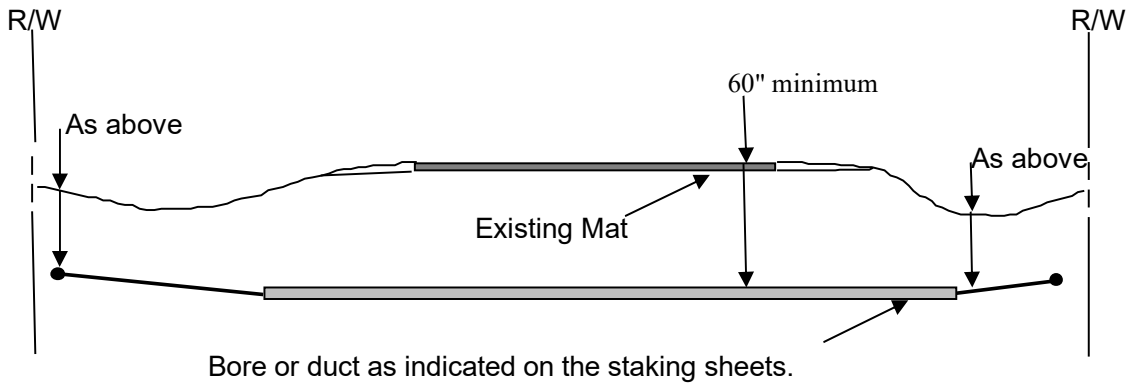


TYPICAL INFORMATION REQUIRED FOR HIGHWAY PERMIT APPLICATION

CROSS SECTIONS



Typical depth(s) of longitudinal facilities occupying highway right-of-way.



Typical depth(s) of perpendicular facilities occupying highway right-of-way.

**Notes:** The distances from centerline are indicated on the staking sheets (plan views) for the areas involved with construction. See the Key Map for general locations of construction corridors. Clean up for the construction process will commence immediately and be completed no later than 10 working days later. Depths reflect *minimums* for copper and fiber cables. Actual placement depths may vary depending on contract requirements.

Town:	Range:	Section(s):	
Company requesting permit:			





# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0998

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** Finding & Order

**Agenda Number:** 7



From the Offices of the Traffic Engineer  
and the Chief of Police  
City Hall

**CITY OF LA CROSSE  
BOARD OF PUBLIC WORKS  
Findings & Orders:**

August 14, 2023

ESTABLISHING

AMENDING

VACATING

TYPE OF ALTERATION: Replace 2-Hour parking with No Parking Zone

GENERAL LOCATION: 3 No Parking zones on the South side of the 700 & 800 blocks of Market Street as defined below in the report section. One additional No Parking zone on the North side of the 800 block of Market St as defined below in the report section.

Report:

A request and application were received to investigate the 700 and 800 blocks of Market Street regarding removing portions of 2 Hour parking and installing four No Parking Zones to increase visibility of pedestrians crossing Market Street. The application was received from the Executive Administrative Assistant of Viterbo University.

- South side of 700 block of Market Street, from west line of 8<sup>th</sup> Street S to a point 126 feet westerly thereof.
- South side of 800 block from the east line of 8<sup>th</sup> Street S to a point 120 feet easterly thereof.
- South side of the 800 block from the west line of Fanciscan Way to a point 120 feet westerly thereof.
- North side of 800 block from the west line of 9<sup>th</sup> Street S to a point 100 feet westerly thereof.

It is hereby noted that the University requesting the No Parking Zone constitutes 100% of the footage. It is therefore recommended to install the No Parking Zones in the 700 and 800 blocks of Market Street as defined above on the south and north side of the street.

**WHEREAS**, Section 44-39 of the City of La Crosse Municipal Code of Ordinances provides that after obtaining a report and recommendation of the Traffic Engineer, the Chief of Police shall forward recommendations and appropriate orders to the Board of Public Works.

**AND WHEREAS**, the Findings of the Traffic Engineer state the public interest, convenience, and necessity, the Chief of Police hereby Orders the above traffic alterations, to wit:

- Establish No Parking Zones in the 700-800 blocks of Market Street, as defined above.

**NOW, THEREFORE**, the Board of Public Works hereby approves the aforementioned traffic alteration, and City staff is hereby authorized to effect said changes.

Matthew A. Gallagher  
Director of Engineering & Public Works

Shawn Kudron  
Chief of Police

Date Filed: 2023-08-14  
BPW Approval: \_\_\_\_\_  
Date

\_\_\_\_\_  
Presiding Officer



TRAFFIC/PARKING ZONE REQUEST FORM  
FINDING AND ORDER APPLICATION

Engineering Department \* Phone: (608) 789-7505 \* Fax: (608) 789-8184  
www.cityoflacrosse.org/engineering engineering@cityoflacrosse.org

APPLICATION NO:  
DATE:  
PARCEL ID:

STATUS: APPLICATION TYPE:

APPLICANT INFORMATION

NAME (FIRST, MI, LAST): Viterbo University DATE: 5-15-23  
ADDRESS (STREET, CITY, STATE, ZIP): 900 Viterbo Drive, La Crosse, WI 54601  
PRIMARY PHONE NUMBER: 608-796-3841 EMAIL ADDRESS: blbaumeister@viterbo.edu

TRAFFIC AREA DETAILS

LOCATION OF REQUEST – BE SPECIFIC (PROVIDE PHOTOS IF AVAILABLE):  
Install "No Parking from Here to Corner" signs four car-lengths from the corners of 8th & Market and 9th & Market.

PURPOSE OF REQUEST:  ADD ZONE  REMOVE ZONE  
ZONE TYPE:  PARKING (No Parking, Loading Zone, 2 Hour)  TRAFFIC CONTROL (Stop, Yield)  DIRECTIONAL CONTROL (Turning Lane)  
 PEDESTRIAN (Crosswalk, Advanced Warning)  DIRECTION OF TRAVEL (One Way)  OTHER (Specify in Comments)

COMMENTS:

- The undersigned understand and agrees to the following:
1. The completed form does not guarantee the desired outcome;
  2. Results of recommendations are subject to approval by the Board of Public Works (BPW) or Common Council;
  3. Implementation shall comply as necessary with Wisconsin State Statutes, City of La Crosse Municipal Code, and the MUTCD;
  4. The applicant will be notified of meeting date for public hearing before BPW or Common Council;
  5. Attaching a petition may be beneficial in the decision-making process.
  6. Parking requests need to come from or have approval from the Property Owner(s).

Kirsten Gabriel VP for Student Life, Dean of Students 5-15-23  
APPLICANT OR AUTHORIZED REPRESENTATIVE SIGNATURE (TYPED\*\*) TITLE DATE  
*\*\*By typing your name, this constitutes a legally binding, electronic signature*

TRAFFIC ENGINEER USE ONLY

DATE RECEIVED: 5/15/23 REVIEWED BY: SJS  
TRAFFIC STUDY REQUIRED:  YES  NO PETITION REQUIRED:  YES  NO  
TRAFFIC ENGINEER COMMENTS:

POLICE PARKING UTILITY USE ONLY

DATE RECEIVED: REVIEWED BY:  
POLICE PARKING UTILITY COMMENTS:

BOARD OF PUBLIC WORKS USE ONLY

BOARD OF PUBLIC WORKS MEETING DATE: APPLICANT NOTIFIED BY (NAME): DATE/TIME OF NOTIFICATION:  
COMMENTS:  
 APPROVED  DENIED EFFECTIVE DATE:





# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-0999

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** Finding & Order

**Agenda Number:** 8



From the Offices of the Traffic Engineer  
and the Chief of Police  
City Hall

**CITY OF LA CROSSE  
BOARD OF PUBLIC WORKS  
Findings & Orders:**

August 16, 2023

ESTABLISHING

AMENDING

VACATING

TYPE OF ALTERATION: Replace 2-Hour parking with No Parking Zone

GENERAL LOCATION: West side of 600 block of 9<sup>th</sup> Street South, from the North line of Market Street to a point 50 feet northerly thereof.

Report:

A request and application were received to investigate the 600 block of 9<sup>th</sup> Street S regarding removing a portion of 2 Hour parking and installing No Parking Zone to increase visibility of pedestrians crossing 9th Street. The application was received from the Executive Administrative Assistant of Viterbo University.

It is hereby noted that the University requesting the No Parking Zone constitutes 100% of the footage. It is therefore recommended to install the No Parking Zones in the 600 block of 9<sup>th</sup> Street S as defined above.

**WHEREAS**, Section 44-39 of the City of La Crosse Municipal Code of Ordinances provides that after obtaining a report and recommendation of the Traffic Engineer, the Chief of Police shall forward recommendations and appropriate orders to the Board of Public Works.

**AND WHEREAS**, the Findings of the Traffic Engineer state the public interest, convenience, and necessity, the Chief of Police hereby Orders the above traffic alterations, to wit:

- Establish No Parking Zones in the 600 block of 9<sup>th</sup> St S, as defined above.

**NOW, THEREFORE**, the Board of Public Works hereby approves the aforementioned traffic alteration, and City staff is hereby authorized to effect said changes.

Matthew A. Gallager  
Director of Engineering & Public Works

Shawn Kudron  
Chief of Police

Date Filed: 2023-08-16

BPW Approval: \_\_\_\_\_  
Date

\_\_\_\_\_  
Presiding Officer



**TRAFFIC/PARKING ZONE REQUEST FORM  
FINDING AND ORDER APPLICATION**

Engineering Department \* Phone: (608) 789-7505 \* Fax: (608) 789-8184  
www.cityoflacrosse.org/engineering      engineering@cityoflacrosse.org

APPLICATION NO:
DATE:
PARCEL ID:

STATUS:	APPLICATION TYPE:
---------	-------------------

**APPLICANT INFORMATION**

NAME (FIRST, MI, LAST): Viterbo University		DATE: 5-15-23
ADDRESS (STREET, CITY, STATE, ZIP): 900 Viterbo Drive, La Crosse, WI 54601		
PRIMARY PHONE NUMBER: 608-796-3841	EMAIL ADDRESS: blbaumeister@viterbo.edu	

**TRAFFIC AREA DETAILS**

LOCATION OF REQUEST – BE SPECIFIC (PROVIDE PHOTOS IF AVAILABLE):  
Install "No Parking from Here to Corner" signs four car-lengths from the corners of 8th & Market and 9th & Market.

PURPOSE OF REQUEST:     ADD ZONE     REMOVE ZONE

ZONE TYPE:     PARKING (No Parking, Loading Zone, 2 Hour)     TRAFFIC CONTROL (Stop, Yield)     DIRECTIONAL CONTROL (Turning Lane)  
 PEDESTRIAN (Crosswalk, Advanced Warning)     DIRECTION OF TRAVEL (One Way)     OTHER (Specify in Comments)

COMMENTS:

The undersigned understand and agrees to the following:

1. The completed form does not guarantee the desired outcome;
2. Results of recommendations are subject to approval by the Board of Public Works (BPW) or Common Council;
3. Implementation shall comply as necessary with Wisconsin State Statutes, City of La Crosse Municipal Code, and the MUTCD;
4. The applicant will be notified of meeting date for public hearing before BPW or Common Council;
5. Attaching a petition may be beneficial in the decision-making process.
6. Parking requests need to come from or have approval from the Property Owner(s).

Kirsten Gabriel	VP for Student Life, Dean of Students	5-15-23
APPLICANT OR AUTHORIZED REPRESENTATIVE SIGNATURE (TYPED**)	TITLE	DATE

*\*\*By typing your name, this constitutes a legally binding, electronic signature*

**TRAFFIC ENGINEER USE ONLY**

DATE RECEIVED: 5/15/23	REVIEWED BY: SJS
TRAFFIC STUDY REQUIRED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	PETITION REQUIRED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TRAFFIC ENGINEER COMMENTS:	

**POLICE PARKING UTILITY USE ONLY**

DATE RECEIVED:	REVIEWED BY:
POLICE PARKING UTILITY COMMENTS:	

**BOARD OF PUBLIC WORKS USE ONLY**

BOARD OF PUBLIC WORKS MEETING DATE:	APPLICANT NOTIFIED BY (NAME):	DATE/TIME OF NOTIFICATION:
COMMENTS:		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	EFFECTIVE DATE:	



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-1000

---

**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** Finding & Order

**Agenda Number:** 9



From the Offices of the Traffic Engineer  
and the Chief of Police  
City Hall

**CITY OF LA CROSSE  
BOARD OF PUBLIC WORKS  
Findings & Orders:**

August 16, 2023

ESTABLISHING

AMENDING

VACATING

TYPE OF ALTERATION: Replace 2-Hour parking with No Parking Zone

GENERAL LOCATION: One No Parking zone on the East side of the 600 block of 8<sup>th</sup> Street S as defined below in the report section. Two additional No Parking zones on both sides of the 700 block of 8<sup>th</sup> St S as defined below in the report section.

Report:

A request and application were received to investigate the 600 and 700 blocks of 8<sup>th</sup> Street S regarding removing portions of 2 Hour parking and installing four No Parking Zones to increase visibility of pedestrians crossing 8<sup>th</sup> Street. The application was received from the Executive Administrative Assistant of Viterbo University.

- East side of 600 block of 8<sup>th</sup> Street South, from the North line of Market Street to a point 50 feet northerly thereof.
- Both sides of 700 block from the South line of Market Street to a point 50 feet southerly thereof.

It is hereby noted that the University requesting the No Parking Zone constitutes 100% of the footage. It is therefore recommended to install the No Parking Zones in the 600 and 700 blocks of 8<sup>th</sup> Street S as defined above on the east and west sides of the street.

**WHEREAS**, Section 44-39 of the City of La Crosse Municipal Code of Ordinances provides that after obtaining a report and recommendation of the Traffic Engineer, the Chief of Police shall forward recommendations and appropriate orders to the Board of Public Works.

**AND WHEREAS**, the Findings of the Traffic Engineer state the public interest, convenience, and necessity, the Chief of Police hereby Orders the above traffic alterations, to wit:

- Establish No Parking Zones in the 600-700 blocks of 8<sup>th</sup> Street S, as defined above.

**NOW, THEREFORE**, the Board of Public Works hereby approves the aforementioned traffic alteration, and City staff is hereby authorized to effect said changes.



Matthew A. Gallagher  
Director of Engineering & Public Works

Shawn Kudron  
Chief of Police

Date Filed: 2023-08-16  
BPW Approval: \_\_\_\_\_  
Date

\_\_\_\_\_  
Presiding Officer



**TRAFFIC/PARKING ZONE REQUEST FORM  
FINDING AND ORDER APPLICATION**

Engineering Department \* Phone: (608) 789-7505 \* Fax: (608) 789-8184  
www.cityoflacrosse.org/engineering      engineering@cityoflacrosse.org

APPLICATION NO:
DATE:
PARCEL ID:

STATUS:	APPLICATION TYPE:
---------	-------------------

**APPLICANT INFORMATION**

NAME (FIRST, MI, LAST): Viterbo University		DATE: 5-15-23
ADDRESS (STREET, CITY, STATE, ZIP): 900 Viterbo Drive, La Crosse, WI 54601		
PRIMARY PHONE NUMBER: 608-796-3841	EMAIL ADDRESS: blbaumeister@viterbo.edu	

**TRAFFIC AREA DETAILS**

LOCATION OF REQUEST – BE SPECIFIC (PROVIDE PHOTOS IF AVAILABLE):  
Install "No Parking from Here to Corner" signs four car-lengths from the corners of 8th & Market and 9th & Market.

PURPOSE OF REQUEST:     ADD ZONE     REMOVE ZONE

ZONE TYPE:     PARKING (No Parking, Loading Zone, 2 Hour)     TRAFFIC CONTROL (Stop, Yield)     DIRECTIONAL CONTROL (Turning Lane)  
 PEDESTRIAN (Crosswalk, Advanced Warning)     DIRECTION OF TRAVEL (One Way)     OTHER (Specify in Comments)

COMMENTS:

The undersigned understand and agrees to the following:

1. The completed form does not guarantee the desired outcome;
2. Results of recommendations are subject to approval by the Board of Public Works (BPW) or Common Council;
3. Implementation shall comply as necessary with Wisconsin State Statutes, City of La Crosse Municipal Code, and the MUTCD;
4. The applicant will be notified of meeting date for public hearing before BPW or Common Council;
5. Attaching a petition may be beneficial in the decision-making process.
6. Parking requests need to come from or have approval from the Property Owner(s).

Kirsten Gabriel	VP for Student Life, Dean of Students	5-15-23
APPLICANT OR AUTHORIZED REPRESENTATIVE SIGNATURE (TYPED**)	TITLE	DATE

*\*\*By typing your name, this constitutes a legally binding, electronic signature*

**TRAFFIC ENGINEER USE ONLY**

DATE RECEIVED: 5/15/23	REVIEWED BY: SJS
TRAFFIC STUDY REQUIRED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	PETITION REQUIRED: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
TRAFFIC ENGINEER COMMENTS:	

**POLICE PARKING UTILITY USE ONLY**

DATE RECEIVED:	REVIEWED BY:
POLICE PARKING UTILITY COMMENTS:	

**BOARD OF PUBLIC WORKS USE ONLY**

BOARD OF PUBLIC WORKS MEETING DATE:	APPLICANT NOTIFIED BY (NAME):	DATE/TIME OF NOTIFICATION:
COMMENTS:		
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	EFFECTIVE DATE:	



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 23-1001

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**Agenda Date:** 8/21/2023

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

**Agenda Number:** 10



# La Crosse Police Department

Shawn P. Kudron, Chief of Police

400 La Crosse Street \* La Crosse, WI \* 54601 \* (608) 789-7200 \* [www.lacrossepolice.org](http://www.lacrossepolice.org)

## Board of Public Works

**Staff Report:** Parking Fees for City owned parking ramps and lots

**Submitted by:** Assistant Chief Jason Melby

**Summary/Purpose:** To alter the existing fee structure for City owned parking ramps and lots where there is an hourly fee rate.

**Background:** Over the years the City of La Crosse has used several models of fee structures to use City owned parking structures and/or lots. Based on internal documents, it appears the fee structure came into place January 1, 2000. Since that time the rates have varied but there always has been a set amount of time that was "Free" to the user. Documents show that it has varied from 2 hours to 4 hours to our current 3 hours "Free". The last adjustment to the hourly use fee structure occurred in 2018.

The method of collecting the fees have also altered over the years. We have had coin operated parking meters, pay station gates and now currently operate on mobile applications for smart phones and electronic kiosks. With the current method of collection, there is a "Per transaction" fee that goes to a 3<sup>rd</sup> party vendor that supports the mobile payment application and a monthly service fee that goes to a different 3<sup>rd</sup> party vendor. Those fees are as follows: \$0.33 per transaction on the mobile application and \$1300.00 per month service fees for kiosks in the ramps.

The City's current parking fee rate is:

- Monday-Friday 6am to 6pm – First 3 hours free & then \$1 per hour every hour after that - \$8 max for a day.
- Monday-Friday 6pm to 6am – Free
- All weekends – Free

Over the years, the Parking Utility has fielded complaints of inconsistent, ever changing rates in our parking ramp; thus making things complicated and hard to understand.

**Fiscal Impact:** With the move to current payment method, it is currently costing the City of La Crosse \$0.33 per mobile transaction even when the individual is only in the ramp/lot for the 3-hour free parking. In general, we are averaging over 3500 mobile applications per month for the free 3-hour parking. This ultimately is costing the City approximately \$1155.00 per month or \$13,860.00 per year to allow people to park in the ramps for free. Additionally, the 3-hours of free parking does not help offset any of the monthly service fees for the kiosk for those who use the kiosk for the free 3-hours.

**Staff Recommendation:** In preparation for this, staff conducted a review of other communities that are situated similarly as La Crosse (City's that own parking structures/lots and are not privatized). Please see the table:

*Leaders in providing a safe and vibrant community.*



<u>CITY</u>	<u>CITY OWNED RAMPS/LOTS</u>	<u>HOURLY RATE</u>	<u>FREE PARKING</u>
Rochester, MN (124,321)	7	\$2/hr	N/A
Eau Claire, WI (70,129)	2	\$0.50/hr	N/A
Janesville, WI (66,023)	23 Surface Lots		Yes
Appleton, WI (76,248)	4	\$2 < 3 hours	N/A
Waukesha, WI (71,246)	2	\$2/hr	< 2 hours free
St. Cloud, MN (69,489)	5	\$1/hr	weeknights after 5pm +weekends
Racine, WI (77,608)	4	\$2/day	N/A
Oshkosh, WI (66,962)	18 Surface Lots	Permits Only	2 hour visitor in select lots
Madison, WI (501,000)	6	\$1-2/hr 24/7	N/A
La Crosse, WI (52,952)	5	3 Hours free, then \$1/hr	Weeknights 6pm-6am + weekends
Green Bay, WI (108,063)	3	\$0.85/hr	First 15 min. Weeknight + weekends
East Lansing, MI (46,854)	7	\$1/half hr	N/A

It is staff's recommendation that the City of La Crosse move to Monday – Friday 6am to 6pm \$1/per hour for the entire time while retaining the \$8.00/day max fee, Monday – Friday 6pm to 6am timeframe being free and the free weekends.

The justification is 4-fold:

1. It brings us more in line with other Cities.
2. By changing to a \$1/hour now, our rates would likely not need to be revisited for a significant period of time.
3. \$1/hour across the board is an extremely simple fee structure for users.
4. This removes the cost burden imposed on the City of La Crosse of the "3-hours free".

If this fee schedule is approved, the Parking Utility would begin working with our 3<sup>rd</sup> party vendors to make the needed changes to existing infrastructure, engage in public information and update all signage. An anticipated implementation date would be early in the first quarter of 2023.

**AGREEMENT AND ACKNOWLEDGMENT**  
(Northern States Power Warehouse Parking Lot  
and Parking Ramp)

This Agreement and Acknowledgment (Northern States Power Warehouse Parking Lot and Parking Ramp), (the "Agreement") is entered into by and between the **City of La Crosse**, a Wisconsin municipal corporation, (the "**City**"), and **Riverside Center Maintenance, LLC**, a Wisconsin limited liability company, ("**Riverside**").

Whereas, the City of La Crosse Common Council adopted Res. No. 2010-04-058 on April 27, 2010, which approved the Agreement to Purchase Upon Completion (Northern States Power Warehouse Parking Lot and Parking Ramp) between the City of La Crosse and Riverside Center III, LLC (the "Parking Agreement").

Whereas, the Parking Agreement required Riverside Center III, LLC to sell certain real property after the construction of a parking ramp to the City. The real property is described further in the attached **Exhibit A**.

Whereas, the Parking Agreement also required Riverside Center III, LLC to continue to insure and maintain the parking ramp after conveyance as well required the City to not charge for parking, under certain circumstances, for a period of thirteen (13) years.

Whereas, the Common Council adopted Res. No. 2010-05-064 on May 13, 2010, which approved the First Amendment to the Agreement to Purchase Upon Completion (Northern State Power Warehouse Parking Lot and Parking Ramp) between the City of La Crosse and Riverside Center III, LLC (the "Parking Amendment").

Whereas, the Parking Amendment removed the City's ability to charge for parking in the parking ramp after the passage of thirteen (13) years, among other things.

Whereas, Riverside Center III, LLC assigned its rights and obligations relating to insuring and maintaining the parking ramp to Riverside in 2016 and Riverside Center III, LLC was subsequently dissolved.

Whereas, the City has received a communication on May 2, 2023 from the Weber Group, on behalf of Riverside, indicating that it no longer desires to insure or maintain the parking ramp and that it is terminating its maintenance obligations effective June 1, 2023.

Whereas, the City also desires and agrees to end Riverside's obligations relating to the parking ramp.

This space is reserved for recording data

Return to

City Attorney  
400 La Crosse Street  
La Crosse WI 54601

Parcel Identification Number/Tax Key Number

17-20026-080

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the parties, it is agreed as follows:

1. **Acknowledgment.** Effective June 1, 2023, the City and Riverside agree that each party as fully performed its duties and obligations under the Parking Agreement and Parking Amendment and that no further duty to perform exists. More specifically, the City acknowledges that Riverside has fully performed its duties and obligations, including, without limitation, its duty to insure and maintain the parking ramp and no further duty or obligation exists effective June 1, 2023. Likewise, Riverside acknowledges that the City has fully performed its duties and obligations, including, without limitation, not charging for parking within the parking ramp and no further duty or obligation exists effective June 1, 2023. Both the City and Riverside agree that the Parking Agreement and Parking Amendment have terminated on June 1, 2023.

2. **Miscellaneous.** This Agreement shall inure to the benefit of and will be binding upon the parties hereto and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the laws of Wisconsin. The Agreement may be executed in one or more counterparts, all of which shall be taken together to constitute but one and the same instrument and will be binding upon each party who may sign a counterpart of this Agreement. This Agreement will not be construed more strictly against one party than against the other, merely by the fact that it may have been drafted or prepared by counsel for one of the parties, it being recognized that both parties have contributed substantially and materially to the preparation of the Agreement. Any amendments or alterations to this Agreement shall be made in writing. No statement, promise, representation or inducement relating hereto that is not a part of this Agreement shall be binding upon the parties.

3. **Authority to Sign.** The persons signing this Agreement on behalf of Riverside certifies and attests that Riverside's respective Articles of Organization, Articles of Incorporation, By Laws, Member's Agreement, Charter, Partnership Agreement, Corporate or other Resolutions and/or other related documents give full and complete authority to bind Riverside, on whose behalf the person is executing this Agreement.

\*\*\*

In witness hereof, the parties have executed this Agreement:

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023.

RIVERSIDE CENTER MAINTENANCE, LLC

CITY OF LA CROSSE, WISCONSIN

By: \_\_\_\_\_  
Donald J. Weber, Manager

By: \_\_\_\_\_  
Mitch Reynolds, Mayor

By: \_\_\_\_\_  
Nikki Elsen, City Clerk

Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 2023.

Subscribed and sworn to before me this  
\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_

\_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission: \_\_\_\_\_



EXHIBIT A

Lots 10, 11, 12, 13 and 14 in Block 5 of C. & F.J. Dunn, H.L. Dousman & peter Cameron's Addition to the Town of La Crosse, now City of La Crosse, La Crosse County, Wisconsin.

424 2<sup>nd</sup> Street South, Tax Parcel No.: 17-20026-080

Resolution approving Agreement and Acknowledgement between Riverside Center III, LLC and the City of La Crosse regarding the parking ramp.

RESOLUTION

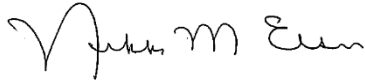
BE IT RESOLVED by the Common Council of the City of La Crosse that it hereby approves the Agreement and Acknowledgement between Riverside Center III, LLC and the City of La Crosse.

BE IT FURTHER RESOLVED that the Mayor and City staff are hereby authorized to execute said agreement.

BE IT FURTHER RESOLVED that City staff is hereby directed to take any and all steps necessary to effectuate this resolution.

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*I, Nikki M. Elsen, certify that this resolution was duly and officially adopted by the Common Council of the City of La Crosse on August 10, 2023.*



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*Nikki M. Elsen, WCMC, City Clerk  
City of La Crosse, Wisconsin*

**CONTRACT CHANGE ORDER**

No. 4

Date 8-9-23

Contract No. PRKS-2023-015 for the following public work: Riverside South Toilet Rooms Project between Fowler & Hammer, Inc. and the City of La Crosse, dated March 2, 2023, is hereby changed in the following particulars, to-wit:

The following specific work is hereby eliminated from such contract:

**None** **\$ 0.00**

The following specific work is hereby added to such contract:

**Substitute standing seam metal roof for shingle roof** **\$ 35,301.18**

By virtue of such changes in the contract, the following revisions shall be made in the contract price:

Contract Price -----	\$ 638,281.44
Contract price decreased by eliminations -----	\$ 0.00
Contract price increased by additions-----	\$ 35,301.18
Net <del>Deductions</del> or Additions (Strike out one) -----	\$ 35,301.18
Revised Contract Price -----	<u>\$ 673,582.62</u>

Fowler & Hammer, Inc.  
NAME OF CONTRACTOR



CONTRACTOR SIGNATURE

\_\_\_\_\_  
BOARD OF PUBLIC WORKS

I HEREBY CERTIFY that there are sufficient funds in the treasury to meet the liability assumed by the foregoing addenda to contract, or that provision has been made to pay the liability that will accrue thereunder. (WS 62.15-12; 62.09-10-f)

DocuSigned by:  
David Tauscher

EE923CC8B4BC443...

Budget Analyst

DocuSigned by:  
Chadwick Hawkins

A93F306A40954A6...

Controller

**CONTRACT CHANGE ORDER**

No. 3

Date 7-20-23

Contract No. PRKS-2023-015 for the following public work: Riverside South Toilet Rooms Project between Fowler & Hammer, Inc. and the City of La Crosse, dated March 2, 2023, is hereby changed in the following particulars, to-wit:

The following specific work is hereby eliminated from such contract:

**None** **\$ 0.00**

The following specific work is hereby added to such contract:

**Substitute tile for epoxy paint wall finishing** **\$ 23,716.44**

By virtue of such changes in the contract, the following revisions shall be made in the contract price:

Contract Price -----	\$ 614,565.00
Contract price decreased by eliminations -----	\$ 0.00
Contract price increased by additions -----	\$ 23,716.44
Net <del>Deductions</del> or Additions (Strike out one) -----	\$ 23,716.44
Revised Contract Price -----	<u>\$ 638,281.44</u>

Fowler & Hammer, Inc.  
NAME OF CONTRACTOR



CONTRACTOR SIGNATURE

\_\_\_\_\_  
BOARD OF PUBLIC WORKS

I HEREBY CERTIFY that there are sufficient funds in the treasury to meet the liability assumed by the foregoing addenda to contract, or that provision has been made to pay the liability that will accrue thereunder. (WS 62.15-12; 62.09-10-f)

DocuSigned by:  
David Tauscher  
EE923CC8B4BC443...

Budget Analyst

DocuSigned by:  
Chadwick Hawkins  
A93F306A40954A6...

Controller