



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Meeting Agenda - Final

### Board of Public Works

---

Monday, September 15, 2025

10:00 AM

Council Chambers  
City Hall, First Floor

---

*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

*Shaundel Washington-Spivey, Tamra Dickinson, Erin Goggin, Matt Gallagher, Andrea Trane.*

#### Approval of Minutes

*Minutes from September 8, 2025.*

#### Agenda Items:

- [25-1074](#) Construction Contract Change Orders.
- [25-1085](#) Brightspeed of Wisconsin, LLC Street Privilege Permit request for communications in right-of-way near 900 block of Main Street.
- [25-1098](#) Badger Corrugating Company request to partially vacate public right-of-way for 13th Street.
- [25-1110](#) Construction Contract Final Payment.

#### 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.*



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 25-1074

---

**Agenda Date:** 9/15/2025

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

**Agenda Number:**

CONTRACT CHANGE ORDER

No. 1

Date 08/12/2025

EDF # 25-021

Contract No. CURB-2025-015 for the following public work: 13th PLACE S – SOUTH AVE TO HORTON ST between FOWLER & HAMMER, Inc. and the City of La Crosse, dated 04/03/2025, is hereby changed in the following particulars, to-wit:

The following specific work is hereby eliminated from such contract:

The following specific work is hereby added to such contract:

1. Replace Catch Basin Top (Type A) Install Only –
2. Concrete Pavement (9") –
- LS \$ 2,999.27
- LS \$ 4,685.34

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

Contract -----	\$	125,931.22
Contingency -----	\$	18,889.67
Net Previous Change Orders -----	\$	0.00
Decrease by eliminations (this C.O.) -----	\$	0.00
Increase by additions (this C.O.) -----	\$	7,684.61
Net Deductions or Additions (Strike out one) -----	\$	7,684.61
<b>Revised Contract Total -----</b>	<b>\$</b>	<b>133,615.83</b>

Fowler & Hammer, Inc

NAME OF CONTRACTOR

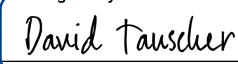


CONTRACTOR SIGNATURE

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)

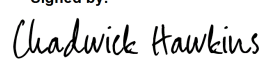
Signed by:



B7509F2EE0F24E5...

Budget Analyst

Signed by:



A93F306A40954A6...

Controller



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

**File Number: 25-1085**

---

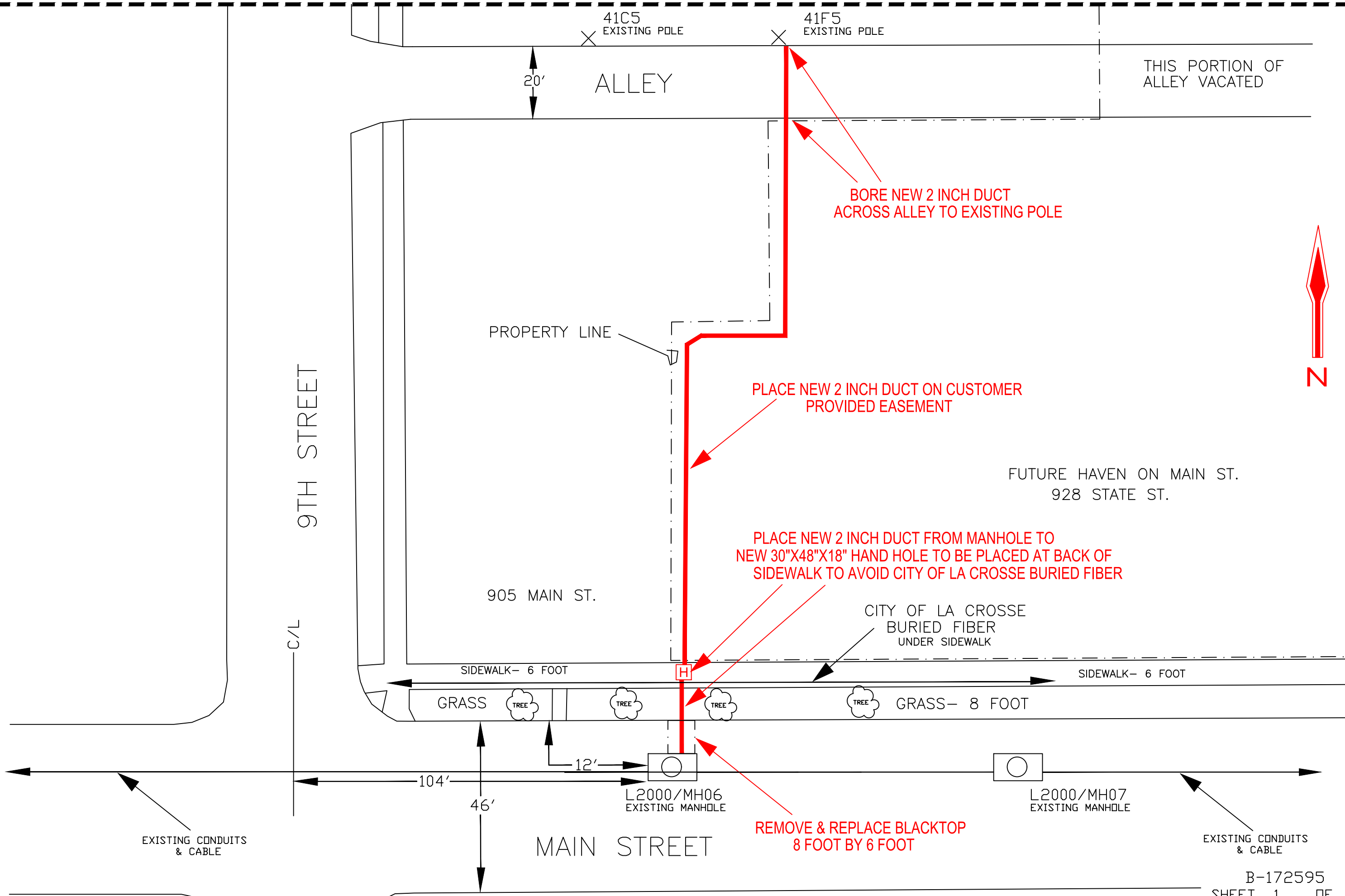
**Agenda Date:** 9/15/2025

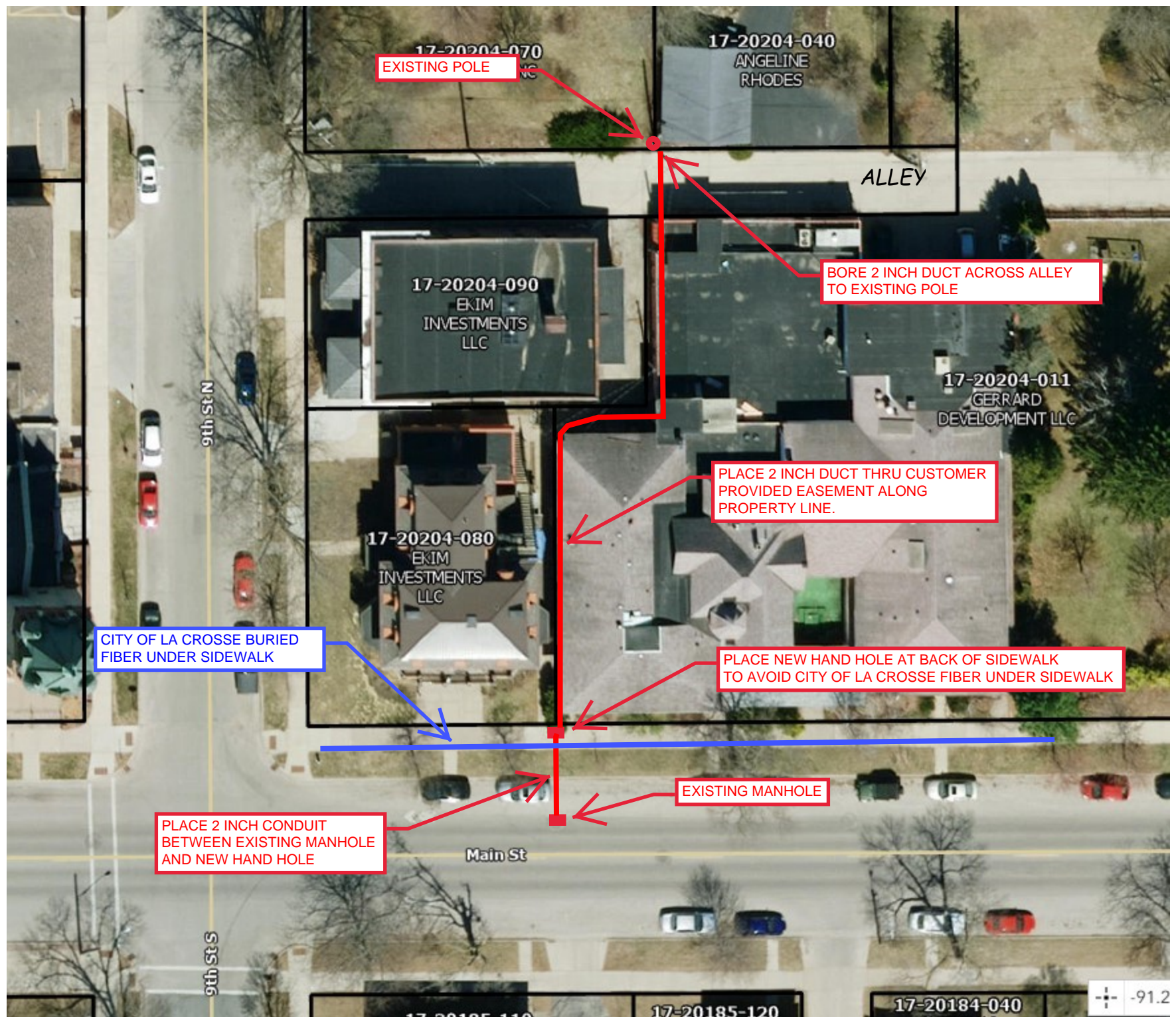
**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item







CITY OF LA CROSSE FIBER  
UNDER SIDEWALK

PLACE NEW 30"X48"X18" HAND  
HOLE AT BACK OF SIDEWALK  
TO AVOID CITY OF LA CROSSE  
FIBER





**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: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

Application Preparer (if different from above) \_\_\_\_\_

Relationship with Owner: \_\_\_\_\_

Phone # \_\_\_\_\_ Email Address \_\_\_\_\_

**Description of Proposed Encroachment:**

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

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: Thomas L. Murray Date: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

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 ☐

(City Utilities, Lighting and Signals must be shown on Proposed Communications Plan)

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:**

**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.



# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

**File Number: 25-1098**

---

**Agenda Date:** 9/15/2025

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** Request





## Engineering Department

City of La Crosse  
400 La Crosse Street  
La Crosse, WI 54601-3396  
(608)789-7505  
Fax (608)789-8184

**To:** Board of Public Works  
**From:** Engineering Department  
**Date:** September 8, 2025  
**Subject:** 13<sup>th</sup> Street Partial Vacation

A formal request to partially vacate 13<sup>th</sup> Street between Travis Street and Hyde Avenue was submitted by Badger Corrugating Company to the Engineering Department.

After reviewing the request, the Engineering Department does not have a recommendation.



August 18, 2025

Mr. Matt Gallager  
 Director of Engineering and Public Works  
 City of La Crosse  
 400 La Crosse Street  
 La Crosse, WI 54601

**Re: Request to Vacate Right-of-Way for Parking Stalls - Parcel 17-50266-010**

Dear Mr. Gallager,

I am writing to formally request that the City of La Crosse consider vacating small portion of property that overlaps with the right-of-way (ROW) for the parking stalls located on the west side of 13th Street S, between Travis Street and Hyde Street. This request pertains specifically to parcel Badger Property, parcel 17-50266-010.

As we discussed on Wednesday, August 13th, vacating this portion of the ROW was suggested as a possible solution to ensure the City is in full compliance with its policy standards regarding these parking stalls.

Badger Corrugating currently maintains these stalls under a separate Street Privilege Permit agreement. If the City were to approve this request and vacate the ROW, we, as the property owners, would assume full responsibility for the continued maintenance of these parking stalls.

We believe this action would provide a clear and permanent solution that aligns with the City's policies while allowing us to continue to manage the parking stalls on our property effectively.

Thank you for your time and consideration of this request. I look forward to discussing this matter further with you and our general contractor, Borton Construction.

Sincerely,

Neal Zygarlicke  
 President  
 Badger Corrugating

Badger Corrugating Company  
 1801 West Avenue South • La Crosse, Wisconsin 54601  
 608.788.0100 • fax: 608.788.1510

**badgerlax.com**





## DISCONTINUANCE/VACATION OF PUBLIC RIGHT-OF-WAY

City of La Crosse - Engineering Department

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

Property Owner Name: <b>Badger Corrugating Corp.</b>		Date: <b>August 21, 2025</b>
Mailing Address: <b>1801 West Avenue South, La Crosse, WI 54601</b>		
Phone: <b>608-881-2333</b>	Email: <b>nzygarlicke@badgerlax.com</b>	
Description of street/alley sought to vacate: <b>West side of 13th Street South, between Travis Street and Hyde Street. This request pertains specifically to Badger Property parcel 17-50266-010</b>		
Reason for Request: Badger currently maintains these parking stalls under a separate Street Privilege Permit. If the City were to approve and vacate the ROW, Badger would assume full responsibility for the maintenance of the stalls. This action would provide a clear and permanent solution that aligns, with City policy. In addition, it would maintain parking that Badger employees utilize daily.		
<b>A vacation of a public way is the process of discontinuing public use and returning dedicated public right-of-way to private property. Upon discontinuance, the right-of-way reverts to the owners of the adjoining land where the discontinued land originated or is equally divided between the owners on either side of the centerline of the discontinued public way. See statutory requirements (§66.1003, Wis. Stats) and the City's process.</b>		
<b>Required Items to submit:</b> <ul style="list-style-type: none"><li>Application fee (nonrefundable) of <b>\$750 (partial)</b> or <b>\$1,500 (full)</b> payable to the "City of La Crosse"</li></ul>		
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.		
Signature of Owner: <i>Neal Zygarlicke</i>	Print Name of Owner: <b>Neal Zygarlicke President, Badger</b>	Date: <b>08/21/2025</b>







# City of La Crosse, Wisconsin

City Hall  
400 La Crosse Street  
La Crosse, WI 54601

## Text File

File Number: 25-1110

---

**Agenda Date:** 9/15/2025

**Version:** 1

**Status:** Agenda Ready

**In Control:** Board of Public Works

**File Type:** General Item

